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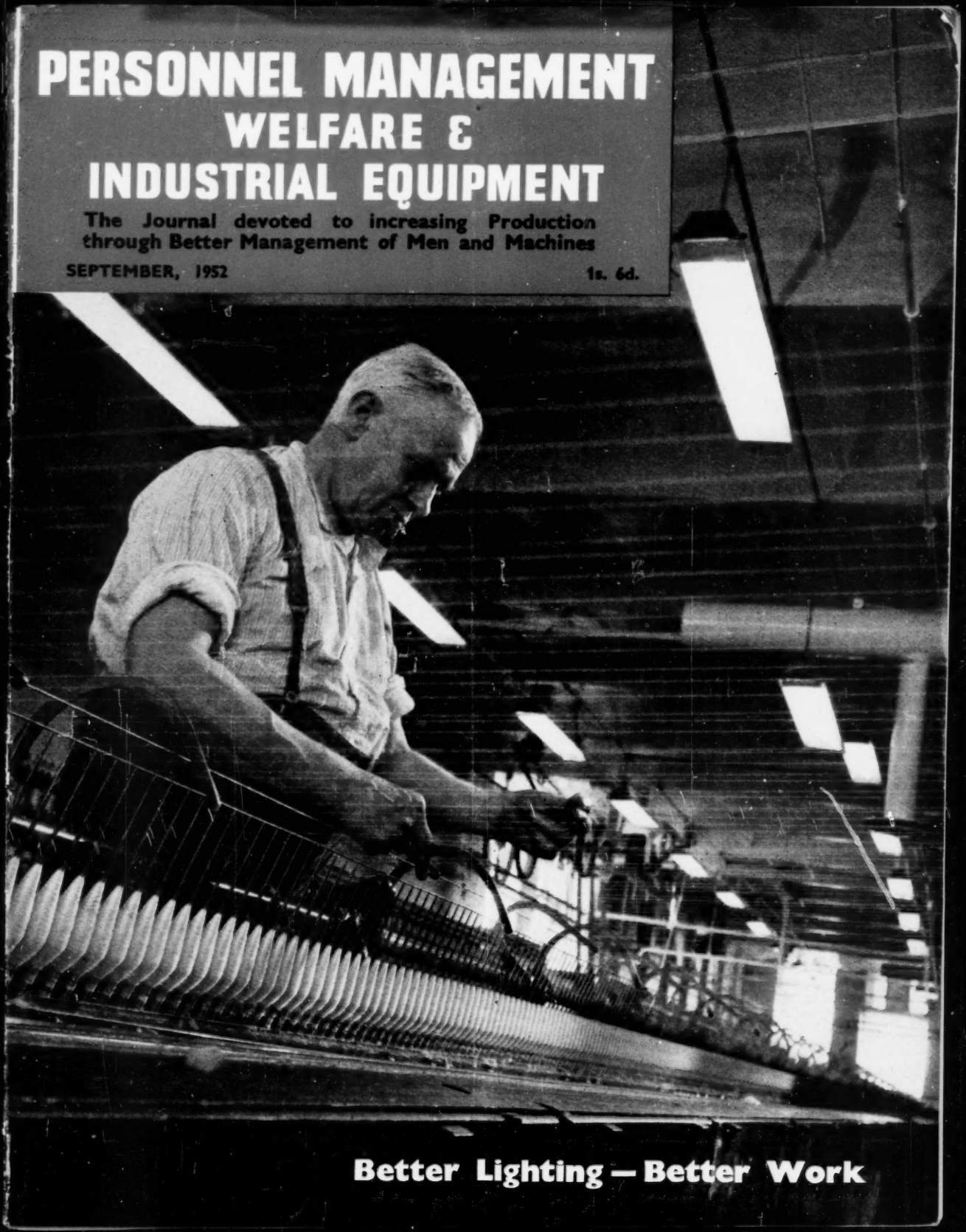
SEPTEMBER, 1952 1s. 6d.



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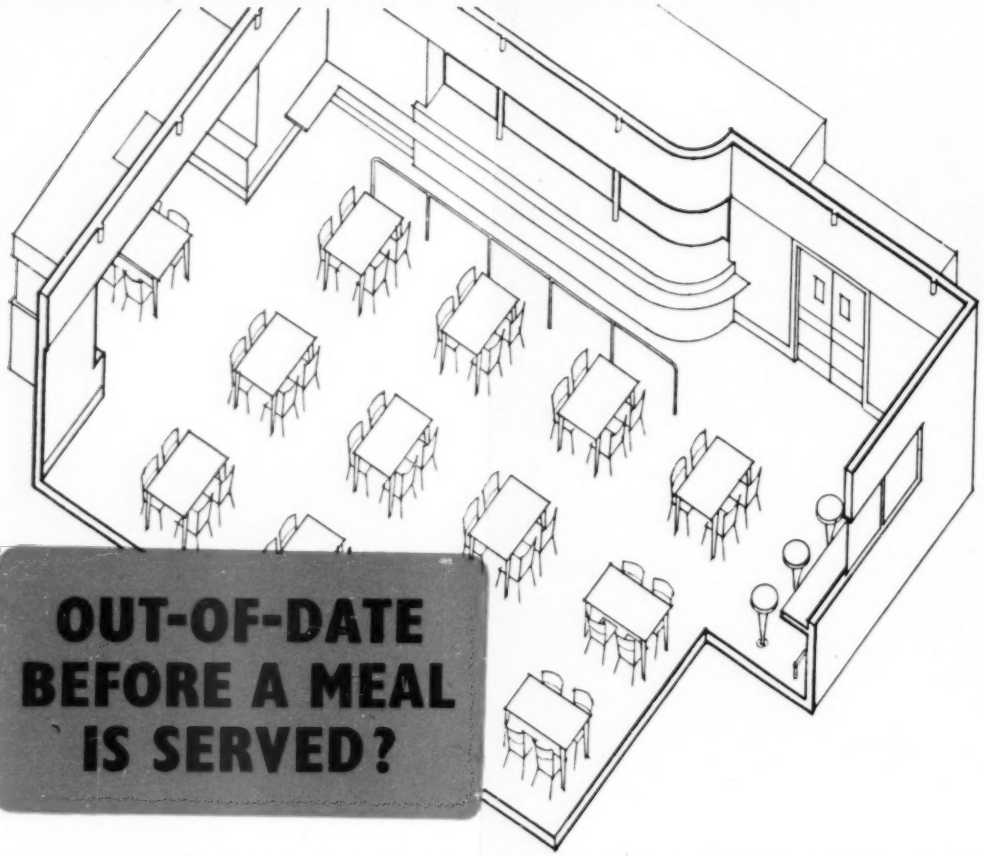

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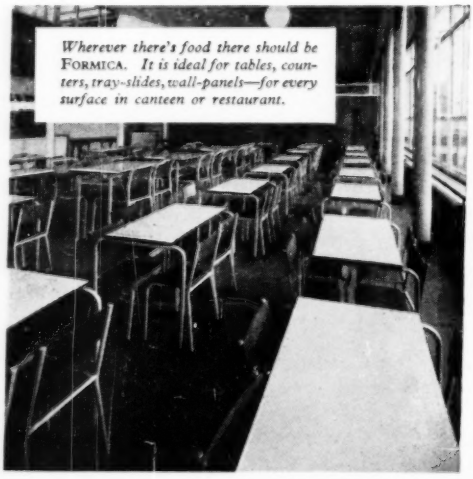
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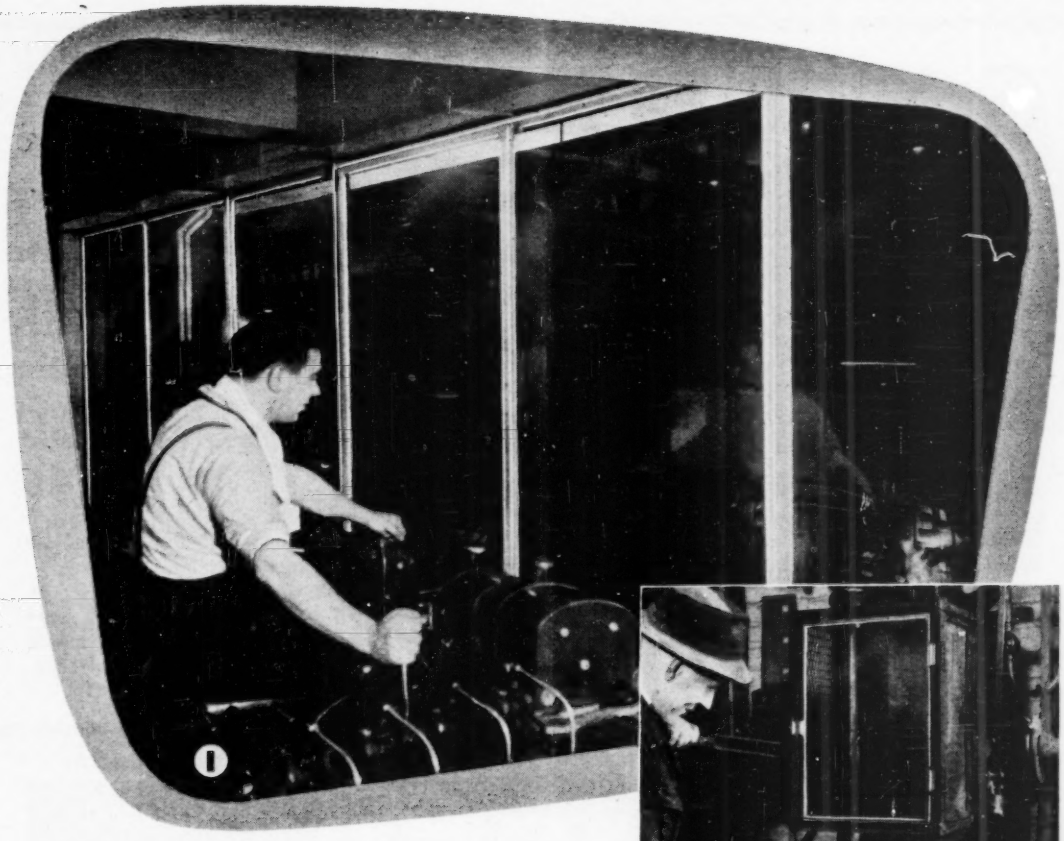

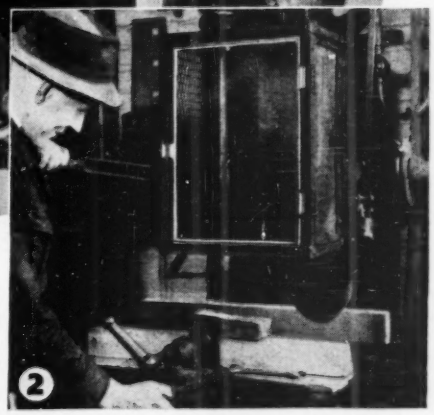

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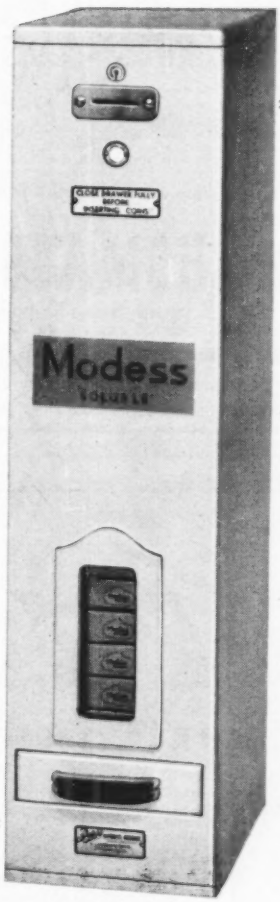

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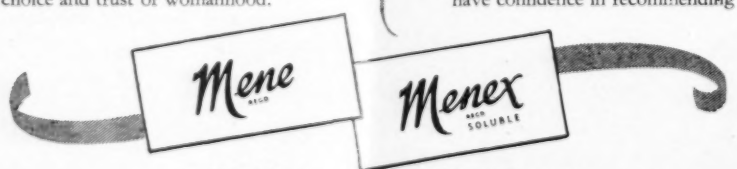

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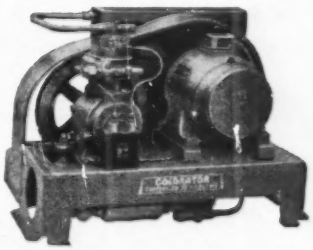

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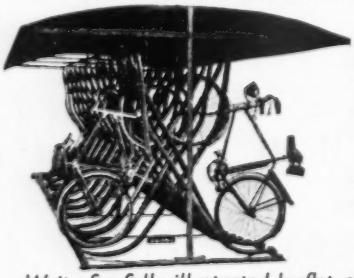

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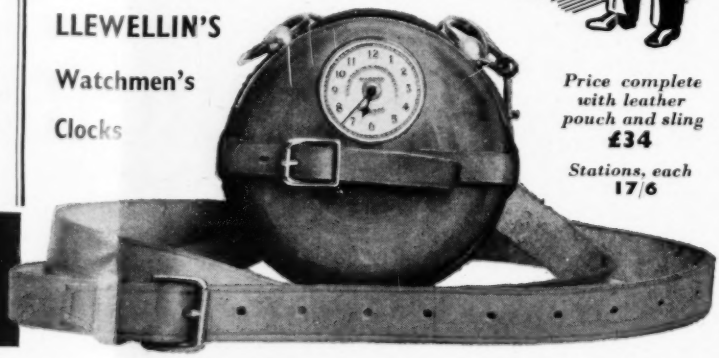

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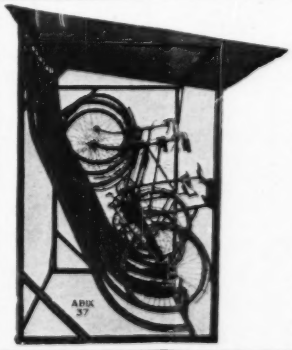

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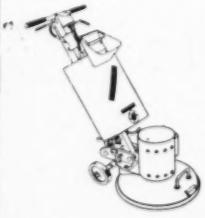

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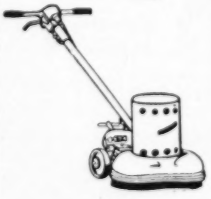

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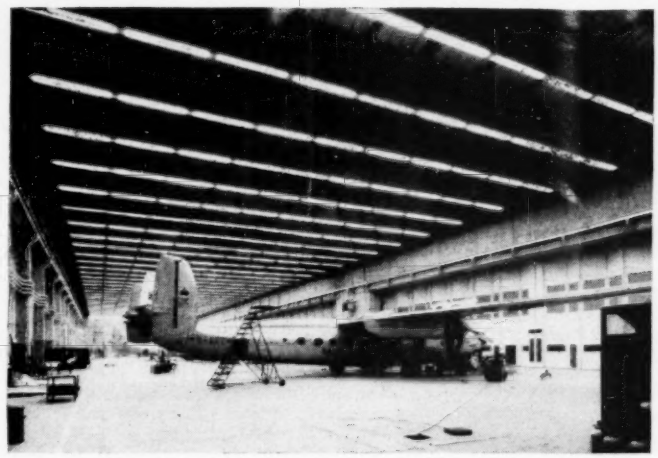
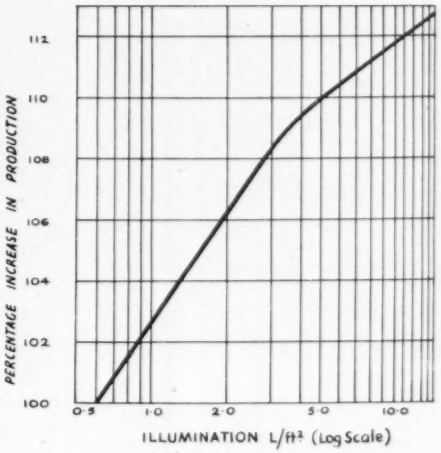


(Photo. by courtesy of British European Airways.)



Left: High-level shadowless lighting in this aircraft hanger is supplied by cold cathode fluorescent lamps. This method was chosen to help the maintenance engineers. Right: how output rises as illumination values increase (see col. 1 below).

Four Stages in Planning Lighting for Maximum Production

By H. PUNTER, *Manager, Technical Dept., Falk Stadelmann & Co. Ltd.*

Output rises as visual conditions improve. Lighting is therefore a vital part of any plan for greater productivity. In this article, a factory lighting expert explains how management can ensure that their production processes are "easy on the eye."

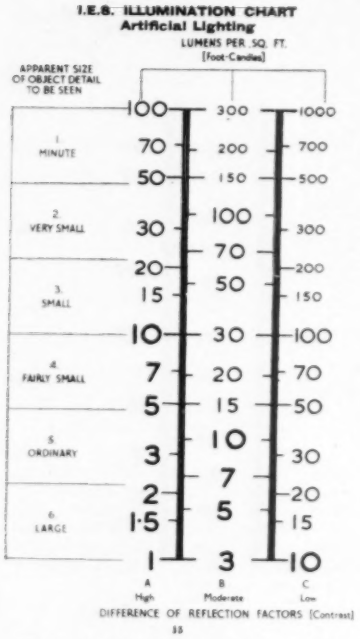
LIGHTING problems should be considered on the same level as those of toolmaking or machinery design, for lighting is a most important factor in achieving maximum production. How production increases as visual conditions improve is illustrated above. This curve, by H. C. Weston, from *Sight, Light and Efficiency*, shows illumination values plotted against percentage production increase in the tile-pressing industry. These figures were arrived at by extensive experiment.

Adequate lighting is in itself a necessity, but by no means the only requirement of a good installation. It is necessary that thought be given to the workers' particular needs so that the installation can be planned correctly. A badly planned scheme can cause considerable irritation to those working beneath it. Direct glare, reflected glare, or specular reflections are quite as harmful as insufficient lighting. The psychological effect of lighting is considerable and a depressing effect can easily be relieved by suitable lighting of a right quality and in correct quantity.

1. Operatives invariably judge their seeing conditions by daylight standards, which always give a much higher level of illumination than can be produced artificially, except at considerable expense. A good lighting engineer, nevertheless, will produce the nearest possible approach to the best conditions, provided that the fullest details are made available to him. He should know the exact type of work which has to be carried out in the factory, the decorations to be employed, positioning of plant and possible future deployment. From these details the engineer will make his plan which, in most cases, will be based on principles laid down in the Illuminating Engineering Society's code for the lighting of building interiors. A reproduction of the I.E.S. chart is given overleaf. It covers the range of conditions to be met in six steps from unskilled work to the most minute and intricate operations which require high levels of illumination.

2. It will next have to be decided whether general lighting alone would cover the normal tasks or whether local lighting for certain operations is necessary. Should local lighting have to be employed, there is one rule which is accepted in the industry —that the local lighting shall never be greater in intensity than the square of the general lighting provided. In other words, if your general illumination is 5 lumens/sq. ft., your local lighting should not be more than 25 lumens/ sq. ft. This is an essential if the eye is to adapt itself rapidly to the varying conditions.

Thus far, the engineer may have


I.E.S. ILLUMINATION CHART
Artificial Lighting
LUMENS PER SQ. FT.
[Foot-Candles]
APPARENT SIZE OF OBJECT DETAIL TO BE SEEN
1. MINUTE
2. VERY SMALL
3. SMALL
4. FAIRLY SMALL
5. ORDINARY
6. LARGE
100 70 50 30 20 15 10 7 5 3 2 1·5 1
300 200 150 100 70 50 30 20 15 10 7 5 3
1000 700 500 300 200 150 100 70 50 30 20 15 10
A High
B Moderate
C Low
DIFFERENCE OF REFLECTION FACTORS [Contrast]
33

This chart helps the lighting engineer to provide the right lighting for various grades of work, ranging from the unskilled to the very intricate.

decided the level of illumination to be expected on the working plane and whether he needs local lighting as well as general lighting, and his next step should be to consider the design of the lighting fitting.

3. Lighting fittings in general are divided into five groups, direct, semi-direct, diffusing, semi-indirect and indirect. Of these groups only two will normally be used in factory lighting, the direct and semi-direct. The most commonly used group in years past has been the direct fitting, which gives a maximum efficiency on the working plane, but the need for expert planning with this medium is greater than with any other. The possibility of direct and reflected glare is great and should be avoided at all costs. By virtue of the design of this fitting, all the light is projected in a downward direction, and if the fittings are erected at a low mounting height, a tunnel effect is produced which will give a feeling of a low ceiling and a sense of depression.

The semi-direct group is designed to overcome the tunnel effect and give a small percentage of light upwards. This effect is obtained by either cutting holes in the metal reflector of the fittings or by the use of translucent plastics in the form of reflectors.

4. Selection of the correct type of fitting design having been made, the next problem is the choice of illuminant, and under general conditions the choice can be made between the well-known tungsten lamp and that of the more modern fluorescent lamp.

There are two important considerations when choosing a light source: (1) the initial cost and the subsequent operating charges; (2) the colour-rendering properties of the light source itself.

It is quite well known that fluorescent lighting equipment may have a higher initial cost than that of other sources for a given light output, and a higher light output for a given consumption of current, but the true answer to the problem can be obtained by the use of the following formula: $\frac{1}{F}\left(CW+L+\frac{A}{H}+\frac{TW}{1{,}000H}\right)$ monetary units per 1,000 lumen hours.

F = Total lumen output of the lamp or lamps.
C = Cost of electricity per kilowatt hour.
W = Wattage installed.
L = Lamp cost per 1,000 hours' operation.
A = Annual capital cost of installation and equipment (excluding lamps).
H = Hours of lighting operation in THOUSANDS OF HOURS per annum.
T = Kilowatt charge.

Here is an interesting fact. Taking an installation over a total of 10 years' life, accounting for replacements of lamps, etc., and assuming the cost of electric current is 2d. per unit, then fluorescent lighting is a cheaper installation over the total period, providing the burning hours are more than 650 per annum. If the unit charge for electricity is doubled to 4d. per unit, then the fluorescent installation is less costly on an annual burning period of 300 hours.

So far as colour rendering is concerned, this has occupied many pages of discussion, but with the wide range of fluorescent tubes at one's disposal, it is not difficult to see that almost any colour rendering can be produced with a suitable combination for any particular process. Here again, the expert will be able to guide in the right channels.

Having gone so far, the engineer now has to rely upon the factory management for two most important factors: (1) maintenance, for which an estimate only can be made in calculations, and (2) finishes and colours of walls, ceilings, floors, etc.

Maintenance is extremely important and the lighting fittings of the best manufacturers are designed to allow for quick dismantling for this purpose. It is essential that the periods between maintenance are short if the maximum satisfaction and value from any installation are to be obtained.

Interior finishes and colours can make or mar the whole of the factory and should be given consideration by an expert in this particular field. The lighting engineer will know sufficient of this subject to be able to give adequate advice, and his whole calculations will have been based upon the reflection factors of the existing or proposed walls, ceilings, floor covering, and machinery and plant colourings and finishes.

A well-planned loading bay which, because of the high ceiling and the nature of the work, requires direct lighting fittings housing 5ft. fluorescent lamps. The illumination level is adequate and without shadow.
(Photo. by courtesy of Messrs. James Pascall Ltd.)

How Holiday Job Schemes Benefit Both Employer and Student

By PAUL NUGAT

University students on vacation are a fruitful source of part-time labour for industry. Both employer and student-employee can gain much from the arrangement, which has the additional advantage of helping managements to find future recruits, at any rate among technical students. The arts student tends to find that his university training has only fitted him for unskilled holiday work, though attempts are being made to extend his scope.

MANY industrial firms are finding that university students on vacation can be a valuable, though temporary, addition to their labour force. Indeed, to certain firms whose type of production involves a seasonal upsurge in labour requirements, these part-timers are something of a godsend.

Take the case of fruit and vegetable preserving firms like Wm. P. Hartley Ltd., British Canners Ltd., Bird's Eye Foods (Great Yarmouth) Ltd., and a dozen others. For these companies, an influx of seasonal workers, such as the universities can provide, when the crops are pouring in is a sound economic proposition. So it is, also, for the student-employee. The work is unskilled; the students can work as teams in an atmosphere of their own creation; and to compensate for the tedium of the job there is the opportunity to put in overtime and earn a pay packet of up to £16 a week.

In the main, it is the arts student who finds himself channelled into this and a variety of other unskilled jobs on the railways, on farms, in hotels, etc. For as yet industry has not evolved methods of giving holiday employment to those whose future, should it lie in an industrial career, will be on the administrative and managerial side.

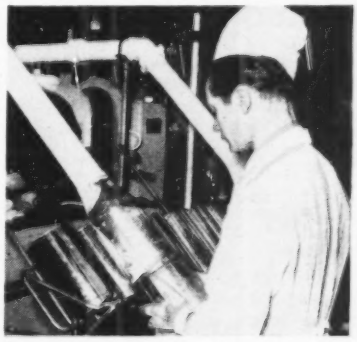
Scientific and engineering students find themselves beneficiaries of a wider industrial interest in their futures. The benefit to industry has been summed up by the chief engineer of Sir Robert McAlpine and Co. Ltd. He said at a conference on this subject: "We consider it a great help in choosing future applicants for employment." While few firms are quite as candid as this, and prefer to stress more altruistic motives, undoubtedly a student who impresses the management as being a desirable recruit on the completion of his university degree, is always likely to receive a tentative offer of employment. And provided such a policy does not lead to an unholy scramble for the best students, it must be of mental benefit to a student, while pursuing his studies, to have this assurance "in his pocket."

The diversity of industry makes the employment of students impossible to organise according to a book of rules. The British Thomson-Houston Co. Ltd., who are old hands at vacational jobs even in the electrical engineering world, where vacation schemes have been practised since the 1930's, believe in distributing students among their main factories and employing them on one job only. Coupled with that, they are shown in small parties over the B.T.-H., Rugby works by a technician and given lectures by senior officials of the organisation.

Another experienced firm, Boots

John Haynes, Durham University classics student, at work in the packing department of Smedley's food factory, Wisbech.

Working as waitress in the London Zoo restaurant is Corinne Lloyd, of the Slade School of Art.



Polish University College student Zbignien Konczak packs ice-cream at the factory of T. Wall and Sons Ltd., London.

Pure Drug Co. Ltd., take the opposite view. Their vacation students are put on four or five different processes, according to the time available, and carry out as many operations as possible, the object being to give them as wide a picture as possible of the various stages of chemical manufacture.

There is, of course, a difficulty which has to be faced, especially by the smaller firms. It was voiced by a representative of the Bristol Aeroplane Co. Ltd. when he said that vacation training "created an overload for a couple of months at a time when staff responsible for training were on holiday." This overload, without careful occupational planning, could easily dislocate production while conferring no real benefit upon the students.

The difficulties of implementing holiday programmes of work can be largely overcome if firms who are new to this experience take note of a considerable concensus of industrial opinion on the general approach to this side of personnel management. This can be summarised as follows:

(1) *First-year students are best employed in the workshop in preference to the laboratory. Their scientific and technical knowledge is still limited, as is their knowledge of industrial life and discipline. Rubbing shoulders with workers and foremen by clocking on with them, working to fixed hours, drawing wages from the cashier and listening to their viewpoints, is an essential part of the students' general education.*

Background Knowledge

(2) Whatever job a student is assigned to, the management should set time aside for him to learn something about the general aspects of administration, planning, progress methods, wage payments, incentives, and the historical background of the firm.

(3) *Payment should be more in the nature of an honorarium than an assessment of the value of the work done.*

(4) The trade unions concerned should be notified of any plans to give temporary holiday employment to students, and employees should also be acquainted with this decision so as to avoid friction and suspicion.

(5) *Firms should obtain "digs" for the student before he arrives.*

(6) A senior member of the staff should be available on the student's arrival (a) to make the necessary introductions, and (b) to explain the kind of work which has been planned for him and to assure himself that it is suitable to the student's needs and training.

(7) *Second- and third-year students may be given a specific task to perform. Firms must remember that vacation work rarely extends beyond ten weeks, so that if the job is uncompleted at the time the student leaves, his departure may have a high nuisance value, unless steps have been taken to keep a staff member acquainted with the progress of the project.*

(8) To be certain of getting students suitable for the opportunities offered by a firm, contact should be made with the university appointments boards.

How It Started

The development of closer relations between industry and universities on vacation work has grown steadily, ever since the Imperial College of Science and Technology took the lead in promoting their scheme in 1933 with the participation of seventeen industrial concerns. By 1950, some 2,000 scientific and technological students were obtaining holiday employment in about 300 concerns. A similar number were getting experience in firms abroad through the offices of the International Association for the Exchange of Students for Technical Experience, founded in 1948.

However, most of the jobs taken by students with the object of supplementing their State grants are found locally through Ministry of Labour employment exchanges. They cover a very diverse field and have but one point in common, namely, that payment must be made at the prevailing trade union rate.

The largest single agency concerned with student work is the vacation work department of the National Union of Students. Their work is recognised by the Ministry of Labour and many employers. Last year they found vacation employment for just under 8,000 students, the largest single outlet being the twenty-five farm camps run by the N.U.S. in fourteen counties on behalf of the Minister of Agriculture. These camps absorbed about half the applicants for work.

The absence of business colleges on the American pattern is keenly felt, by arts students in particular. They are handicapped, because their college curricula do not encompass the study of business administration and management. However, the regional councils of the Federation of British Industries are attempting to extend to arts students the same holiday work facilities as are enjoyed by the scientific student.

8 Hints on Employing Students

1. **Put first-year students in the workshop rather than the laboratory. Second- and third-year men can be given a more ambitious job.**
2. **Teach them all some business method and history.**
3. **Make their pay an honorarium.**
4. **Tell the trade unions you intend to employ students.**
5. **Get your students lodgings before they arrive.**
6. **Let a senior member of the staff meet them**
7. **Let them rub shoulders with regular employees to learn their point of view.**
8. **Ask the universities' appointments boards for the type of young men you want.**

The pride of the firm. Part of the Romford clubhouse, which contains games rooms, lounges and bars. Here, dances, whist drives and other entertainments are held.

"£286,000 a Year on Welfare is Money Well Spent"

By JOHN SANDERS

Does welfare "pay?" Here is a firm, spending on welfare at the rate of 11 per cent of the gross trading profit, who frankly admit that they cannot say. They have found that the services they provide for their employees have been an important factor in attracting and keeping labour, but for them welfare is really "something that efficient private enterprise can give to its workers over and above their pay." This is how they spend the money.

"IT is an important factor in attracting and keeping labour" is one of the explanations given by the management of Ind Coope and Allsopp Ltd., the brewers of Burton-on-Trent and Romford, for the fact that each year they spend £286,000 on the welfare of their 3,300 employees This sum is 11 per cent of the last recorded gross trading profit and £1 11s. 6d. per week for each man and woman on the payroll.

This expenditure—regarded as an investment by the board—has been maintained over the past two years and is unlikely to decrease for some time. In fact, it may very well rise. The directors are not of the opinion that the existing welfare services in the firm cannot be extended or improved or additional ones introduced. The subject comes frequently under their consideration. At least one member of the board is charged with the duty of keeping in close contact with this aspect of personnel management, and others take more than a perfunctory interest in it.

Of the £286,000, approximately 58 per cent, or £165,880, goes on pension and superannuation schemes. Next highest percentage is spent on something which is common to breweries but unknown in other industries—a free beer allowance to all male employees. Members of the office staff get an allowance amounting to £24 a year (certain women members of the staff also receive an allowance, but not all are eligible for it). Every other male employee over the age of 18 is allowed 2 pints of beer free a day. This may be drunk at the brewery or taken home. The beer allowances for all employees cost the firm 26 per cent of the total expenditure on welfare (£74,360 per annum).

Then 16 per cent, or £45,760, is used to provide Christmas gifts, medical services, sickness and accident benefits, subsidies to sports and social clubs, a benevolent fund, the brewery magazine and other welfare services.

While Ind Coope and Allsopp would not claim to be unique in the number and variety of welfare services available to their employees, they are undoubtedly among the more enlightened employers in this respect. They introduced a superannuation scheme for the staff some three years ago and there is a sickness and accident scheme for the operatives. Medical attention is readily available both at the Burton and Romford breweries, with State-registered nurses in charge of each and a doctor in attendance three days a week. Infra-red and violet-ray treatment are given and medicines dispensed. Coupled with the medical service is an ambulance which can be used not only by employees but by any member of their families, free of charge.

Having done their utmost to keep their workpeople fit and well or to ensure that they are speedily and efficiently treated for accidents, the firm now make a substantial contribution to the complete recovery of those whom illness overtakes, or who suffer injury which calls for a long period of recovery and recuperation. After a recommendation from the brewery council at Burton, the directors agreed to provide a convalescent home for the male staff and workpeople. This resulted in a large house at Chelston, near Torquay, called Courthope House after the chairman of the firm,

Lord Courthope, being taken over and adapted as a convalescent home. It was opened in August last year. It is available to all male staff and works employees at the breweries, bottling stores, agency offices and depots of the company and its subsidiaries, providing the individual has been for two years in the company's service. No charge is made to those using the home, and they are given a free rail ticket.

Employees are sent to the convalescent home on the joint recommendation of the personnel officer at Burton, the company's medical adviser, the head of the department concerned, and the man's doctor.

The provision of similar facilities for women is, I understand, now under consideration.

Unusual Amenity

Employees enjoy an unusual amenity which is due to the nature of the firm's business and the properties they own outside the breweries and depots. Those employees and their families who wish to do so can spend their holidays at a reduced cost at any of eight hotels owned by the firm at Bakewell, Buxton, Cleethorpes, Conway, Haywards Heath, Llanberis, Llandudno and Llanfairfechan. This privilege is also extended to the tenants of Ind Coope and Allsopp licensed houses. At these hotels the employees are charged only about 25 per cent of the normal terms.

With the co-operation of a well-known insurance company, the company have recently instituted a scheme to help members of the staff to buy their own houses. It is linked up with the staff superannuation scheme.

The usual sporting and other social amenities are provided for the employees on, if anything, a more lavish scale than in most business enterprises. The sports ground at Burton is one of the finest in the Midlands and its high standard has for several years been recognised by the Derbyshire county cricket club, who play at least one first-eleven match there every season. The pavilion, a two-storey brick structure, includes first-class changing accommodation for several outdoor sports and many indoor games facilities. During the winter, dances, concerts and film shows are also held there.

The sports club at Burton has a membership of nearly 1,000, each member paying a subscription of 5s. a year.

At Romford, where the number of employees is much fewer than at Burton a sports club is conducted on much the same lines. Here, however, the pride of the firm is the social centre, a beautifully furnished clubhouse with games rooms, lounges and bars, where entertainments of all kinds, dances, whist drives and parties are frequently held.

Among the social activities of the Burton workpeople are a dramatic society and a silver band.

Needless to say, meals "on the job" are among the firm's welfare provisions. Canteens at Burton and Romford serve breakfasts, lunches, teas and mid-morning and mid-afternoon snacks and beverages.

How does this all add up in terms of better management-employee relationship, increased productivity, and more efficient work by all concerned? The directors have no doubts of the good returns resulting from their welfare policy. It is not so easy, however, to assess them in cold figures. To begin with, a brewery is concerned with productivity in a different way from most other industrial concerns. Cost of labour is a relatively small item in relation to the cost of the finished product and the speed of manufacture is largely determined by the natural chemical changes through which the beer passes in the processes of brewing, which cannot be speeded up.

Again, the Ind Coope and Allsopp labour policy has been an enlightened one for many years and has made the firm popular for employment in Burton, a town which largely lives on the brewing of beer. The labour turnover is small and there has never been a strike at the breweries.

In the competition for labour, however, Ind Coope and Allsopp have found that their welfare policy has been an important asset, for it combines many amenities coupled with the solid and lasting advantages of pensions, sickness and accident benefits, medical treatment and assisted holidays. It is a welfare scheme which is enjoyed not only by the present generation of workpeople, but also one to which their children and grandchildren can look forward.

The directors frankly admit they cannot say that welfare "pays," but they justify it on the above grounds and by the fact that it is something which efficient private enterprise can give its workers over and above their pay.

Question & Answer

By JOHN LYMESTER

Mr. Lymester will be glad to answer readers' financial and legal questions, a selection of which, with his replies, will be published in this column.

Q. *One of our employees booked holiday accommodation for himself and his family, but owing to pressure of work we had to ask him to put off his holiday for a fortnight. He agreed, and wrote to the boarding-house, asking them to transfer his booking. They have written saying that they are full at the time when he now wishes to stay, and that they cannot accept the cancellation. They say they will hold him responsible for their usual charges. As we asked him to transfer, we felt responsible and should like to know whether the boarding-house are entitled to take up this attitude?*

A. Once the man accepted the terms of the boarding-house and confirmed his booking, he entered into a contract with them. They offered to supply him and his family with board and lodging while he agreed to pay their quoted charge. If he does not take up the accommodation at the agreed time he will be in breach of his contract, and the fact that he is cancelling at his employer's request, or because his own holiday has been changed, will not help him. The boarding-house proprietor is also under no obligation to transfer the booking except in the extremely unlikely event of the right to transfer having been a condition of the booking.

Although the man will have broken his contract, the boarding-house proprietor is not entitled to the damages for which he asks. He is only entitled to damages to compensate him for his loss, in other words for the share of overheads which would have been covered by the charge for your man's family, and his profit. If they do not take up their booking, they will not eat anything or use the various amenities provided for guests. Normally, one reckons to deduct one-third in respect of these items.

The rule of contract that it is the injured party's duty to minimise his loss also applies. The boarding-house proprietor is under a duty to get a new booking if he can—if he gets one on identical terms he will have suffered no loss and be entitled only to nominal damages. Your man's course is, therefore, to write the proprietor saying he will bear a reasonable proportion of the agreed charge if no alternative bookings can be obtained by the proprietor. If you could get another employee to take over the booking, the matter would be at an end.

How To Retire Executives

THE ageing manager is essentially a more significant problem, economically and psychologically, than the ageing worker. Some managements maintain that compulsory retirement is the only way to clear executive "deadwood" and bring new ideas to top management. Others argue that chronological age is no true measure of a man's capabilities, and that compulsory retirement is wasteful and inhuman.

Some American managements are beginning to look at their retirement plans for managers, and as a first step have recognised the need for bigger pensions. The sharp drop in income often deters an executive from retiring when he reaches normal retirement age. Under a pension plan based on average earnings, an executive may be relatively worse off than lower-paid employees since generally his earnings rise more rapidly during his last years. Some companies get round this by paying an additional 20 per cent of average earnings over the last five or ten years, or supplementing pensions by stock options, annuities, and deferred compensation. Deferred pay plans have become popular. Most of these plans stipulate that the executive must work for the company until retirement, then serve as a consultant, and not work for a competitor.

After investigating the whole subject of retirement, the vice-president of National City's pension trust has concluded that a company should have two retirement policies, one for employees and one for managers. Employees should work as long as they are able and willing, but managers should submit to arbitrary retirement at 65. At the same time, the company should retain the knowledge and experience of executives by re-hiring them as consultants. To avoid dangers of favouritism, a retirement board should select which executives are to be re-hired. It is suggested that such a board should not only decide who is to be retired at 65, but also periodically assess executives from the age of 55 on.

Long Leave

Another way of retiring executives is to give them long vacations or leave of absence and to give their successors full responsibility for their jobs. A more direct way is to hold the ageing executive responsible for training his successor during the last two or three years. Another scheme is retirement by easy stages—increasing the period of annual leave by one month a year, without pay, until at some point the pension amounts to more than the salary for eight months' work. This plan enables older men to get used gradually to a smaller income and more leisure, while their successors learn to carry the job. Insurance men have found that young executives find the idea of compulsory retirement less repugnant than older men, and pension plans now often include provision for retirement at 55 or 60.

(Condensed from *Fortune*, 6/52.)

Photographic Who's Who

AN organisation chart which carries photographs, as well as names, of departmental and section heads, etc., helps newcomers to recognise the people they meet, and where they fit into the organisation. To emphasise the arrival of new members of the staff, their photographs are displayed separately for a short time under the heading, "Have you met them?"

(*Condensed from Factory Management and Maintenance*, 7/52.)

Employee-Director

AN employee has recently been appointed to the board of directors of G. Waddington and Son Ltd., Hull, under the terms of their co-partnership scheme. About 140 employees now hold over 25 per cent of the total shares of the company, and are thus entitled to nominate one member of the board.

The appointment was made by ballot among the employee-shareholders. Nominees had to hold more than fifty shares, and have worked for the firm for more than three years. The man elected was a 38-year-old foreman who joined the firm as a learner at 5s. a week, and now holds more than 200 shares.

Production Experiment

AN experiment in industrial education, conducted by the Manchester printing firm of C. Nicholls and Co. Ltd., has produced striking results. The company agreed to let a consultant run a purely educational course for fathers of trade union chapels and departmental managers.

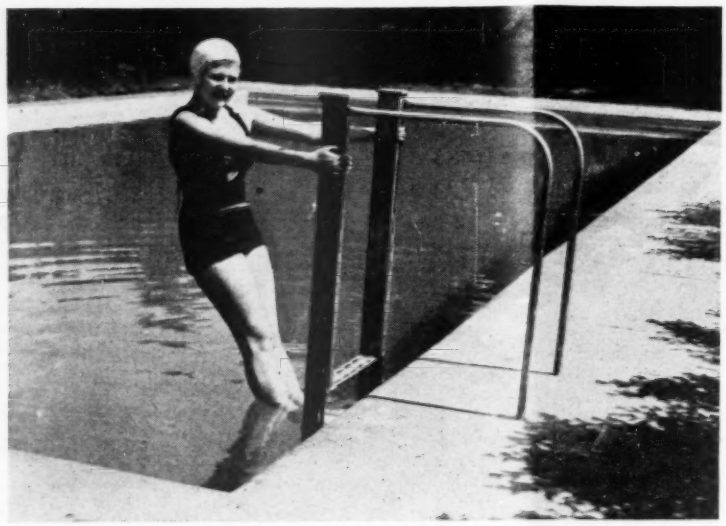
Students acquired a clear insight into work study methods and became keen to apply their knowledge to practical problems in the factory. A small committee was formed to survey the factory and arrange a full-scale investigation of individual jobs and methods.

Classes were held at the works for 1½ hours at the end of each working day. Sixteen people, representing management and workers, attended the course, which dealt with basic principles of work simplification, work measurement, and method study, and their practical application to the problems on the shop floor. The

LOOKING AFTER THE "HELLO GIRLS"

Welfare arrangements for these Austin Motor Co. Ltd. telephone operators include a rest-room provided with radio, newspapers and magazines, a kitchen and a washroom. Entrance to the rest-room is through the door at the far end. Eighteen girls, working in shifts of nine, look after eighty lines carrying over 14,000 calls a day.

LAUNDRY GIRL TAKES TO THE WATER



Management of St. George's Laundry (Worcester) Ltd., launderers and dry cleaners, have presented their workpeople with a swimming pool. Employees celebrated the opening with a swimming gala on their sports day, which included athletics, a cricket match, and open-air dancing.

committee's investigations were carried out in normal working hours. Half a day was set aside each week to discuss projects and plan action. Departmental managers and supervisors were called on for advice whenever their departments were under review, and workers' opinions were taken into account. The results of any investigation, together with suggestions for its solution, were collated in a report which was submitted to top management.

Workers have gained increased interest in and greater responsibility for the efficiency of their own departments and the productivity of the company as a whole. New and improved practices have been introduced; new departmental layouts have resulted in considerable space-saving; production costs have been cut; and more congenial working conditions have been brought about.

(Condensed from *Target*, 4/52.)

Into The Furnace

SPECIALLY built cars have eliminated manual handling at the annealing furnace at the Riverside Metal Co., N.J., U.S.A. The cars are loaded with strips and rods at the discharge side of the breakdown rolls then backed directly into the furnace for stress relieving. After heat treatment, trucks pull the loaded cars on to the next station for processing. Cars are built of channel steel and I-section beams, and are lubricated daily with a mixture of powdered graphite and a special mineral oil.

(Condensed from *Factory Management and Maintenance*, 6/52.)

Comfort Aids Efficiency

MUTUAL LIFE INSURANCE CO., New York, employs nearly 1,600 men and women in a twenty-five storey sky-scraper planned for efficiency and staff comfort. The entire building was planned around work-flow charts which showed where work originated, how it was routed in departments, and how it travelled from floor to floor. Ten employees from different departments formed a "furniture committee" and chose the mist-green functional desks and chairs now used throughout the building. Chairs were adjusted to individual use and marked with the employee's name. The building is air-conditioned, and offices are decorated in yellow, green and mauve pastel.

Welfare facilities include club and games rooms, "quiet rooms" for rest and relaxation, a cafeteria, a "diet room" for employees requiring special meals or for the temporarily disabled, and a surgery. A trolley-service operates from 9-10.30 a.m. for coffee and snacks, while machines for the purchase of fruit juice, snacks, sweets and cigarettes, and watercoolers, are placed throughout the building. A special radio control-room can switch on soft music, or radio programmes.

(Condensed from *The Office*, 5/52.)

Ideas & News from House Magazines

Dyeing in Safety

Many management and staff employees attended the accident prevention conference held by Clark's Dyeworks Ltd. recently. H.M. District Inspector of Factories was the guest speaker, and three of the company's own executives gave short papers on "The Causes of Accidents," "Electricity and Safety" and "Colour and Safety." **(Clark's Magazine.)**

T.W.I. for Supervisors

Salopian Engineers Ltd. have introduced the initial course of T.W.I. for supervisory staffs. The course had an enthusiastic reception and the policy will be continued throughout the entire group. **(Goodwill.)**

Unique Family

Members of one family whose service with the company totals 450 years are employed by Rolls-Royce, Derby. Longest spell of service is that of A. Probert, who retired from his position as drop forge superintendent after 40½ years' service; at the other end of the scale is J. Probert, Jnr., with 4½ years' service in the tool room. **(Rolls-Royce News.)**

Long-service Firemen

Twelve members of the works fire brigade at Sperry Gyroscope Co. Ltd. were recently presented with medals to commemorate 10 years' continuous service with the brigade. **(Sperry Topics.)**

Safe Drivers

Thirty-nine drivers of the transport department of the Staveley Iron and Chemical Co. Ltd. qualified in 1951 for Ro.S.P.A.'s Prevention of Accidents Diplomas. **(Staveley News.)**

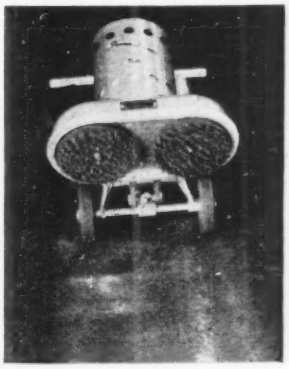
£210 For An Idea

Highest-ever award for a suggestion at Vauxhall Motors Ltd., was earned by an employee who suggested a modified method of fixing the bumper bar to the car body, which eliminated a number of superfluous parts. This resulted in a considerable saving in production costs, and earned the inventor a cheque for £210. **(Vauxhall Mirror.)**

Sending Home the Bacon

Over 400 farmers, bacon factory staff, and distributors, packed the canteen at the T. Wall and Sons Ltd., Atlas Road factory, London, when the Minister of Food, Major Gwilym Lloyd-George, presented the silver challenge cup to the winner of the bacon carcase competition. Over fifty carcases were entered by employees and were judged by the manager of the bacon factory, who is himself an experienced pig-breeder. **(Wall's Magazine.)**

Floor Scrubbing and Polishing Machines



This scarifying machine removes impacted materials—oil, grease, dough, chocolate, soap, etc.—which build up into a hard coating on the floor. The two wire brushes break up the deposit into powder. *(Cimex-Fraser Tuson Ltd. photo.)*

- ★ CUT COSTS
- ★ RAISE EFFICIENCY
- ★ SAVE TIME
- ★ SAVE MANPOWER
- ★ PROMOTE GOOD HEALTH
- ★ INCREASE SAFETY
- ★ REDUCE FIRE RISK

By JOHN SPENCE

FLOOR scrubbing by hand is a slow and laborious business which is of necessity expensive in both manpower and money. These items can be reduced by the adoption of improved hand appliances, or semi- or complete mechanisation.

An improved hand method is to sprinkle an area of the floor with water and detergent from a watering can, and then to scrub with a long-handled deck scrubber. Next, the washed area is mopped up, the cleaner squeezing the dirty water into a properly-constructed mop bucket with a perforated cone in one half of the top. This will ensure as far as is possible that only clean water is used for washing the floor.

In offices and shops where the use of the larger powered floor washing machine and separate suction machine is not justified, there is available a combination washer, suction drier, polisher and vacuum cleaner.

With this machine the floor area is sprinkled from a can containing water and a detergent. The scrubber, which is similar to a deck scrubber, has a suction squeegee on the back of it. The dirty water is sucked up into a container on the machine. The floor is left almost dry, and is completely dry after a few minutes.

On removal of the water container a polishing brush or a dust bag for vacuum cleaning can be inserted. These changeovers can be effected in under a minute, and the machine, which is of a reasonable weight, can be transported from building to building or up a flight of stairs quite easily by a woman cleaner. The advantage of having a vacuum cleaner and floor polisher combined is, as will be realised, very considerable.

The bigger machines are excellent for large floor areas as they enable one man to clean an area of 3,000 or more sq. ft. per hr. They have a tank which is filled with detergent and water and these are applied automatically to the floor as the machine travels along.

Machine cleaning leaves the surface much cleaner than hand scrubbing. When a suction drier is incorporated with a scrubber still more time is saved. One man and a combined machine can do the work of eight or ten hand scrubbers.

It is often alleged that the time spent in moving tables, etc., slows down the operation of machine scrubbing so much that little advantage is gained. By proper organisation this is not so. All that has to be done is to leave a blank space or file at one end of the room and to move into that, as soon as it is washed, the first table. The second table is moved into the space formerly occupied by the first, and the operation repeated until the room is finished. The following day, work is started in the blank space in the opposite corner. By this means each table is only handled once.

Wood block floors, especially if they are to be washed by hand, must be treated with a sealer before they are washed for the first time. The sealer prevents the wood from absorbing moisture, which causes the wood strips to come loose. It also helps to retain the natural moisture content in the wood and mitigates shrinking and swelling. Dirt and moisture are easily removed with a dusting mop. If a coloured seal is used and then subsequently machine polished, it will only require the application of liquid polish at very infrequent intervals. A properly sealed floor will not require sealing for very many years and the cost will

be repaid by the reduction in floor maintenance.

The machine manufacturers can advise on and supply detergents which are suitable for the various floor surfaces and the different types of grease or dirt which are encountered in different factories.

There are various types of detergents which can be used and the solution of the right one depends to a large extent on the condition of the floor. Always, however, the method is to mix a small amount of detergent with water in a bucket and then to pour the mixture into the machine's container. The flow of water/detergent to the brushes is controlled by a lever on the handle of the machine, and the supply is sufficient for several thousand sq. ft.

Sometimes it is practicable to clean dirty and greasy floors by mixing a cleaner with hot water, swilling, scrubbing lightly, mopping and rinsing. This method is suitable for most types of floors. Where thick and impacted grease has to be removed, the use of a heavy duty model with special brushes is advisable. This machine acts as a scarifier and loosens the dirt from the floor. No detergent is used as the action is a mechanical one.

Polished floors are the cause of many accidents, mainly because too much polish is applied and not properly removed. The amount of polish used can be reduced by over 75 per cent by employing an electrically-heated atomiser. This sprays

(*Continued on page* 111.)

For smaller premises, this "mechanical charwoman" combines the functions of washing, drying, polishing and vacuum cleaning. *(Columbus-Dixon Ltd. photo.)*

How to Ensure the Safety of Lifting Tackle

By HENRY ALLEN, *Safety Officer, Pest Control Ltd.*

Keeping a check on the bigger, static lifting appliances is a relatively simple matter. It is the smaller items—chains, hooks, slings, etc.—which can be such a problem to the safety officer. The author has found a solution from his experience, and recommends among other things the setting up of a lifting tackle store for the issue, receipt and central control of these smaller lifting aids.

THE safety officer has constantly to cast an eagle eye on lifting tackle. In spite of the help given by the statutory obligations, he must devise and operate a system which competently covers the safe use of every item.

It is, of course, the practice for a company to engage an insurance firm to make periodical examinations of most static lifting appliances such as hoists, lifts, cranes and blocks, and it is from the reports of these examinations that the safety officer should compile a complete record of serviceability of equipment. Diligent follow-up of all indication of defect, however minor, can ensure a close check on each item of tackle.

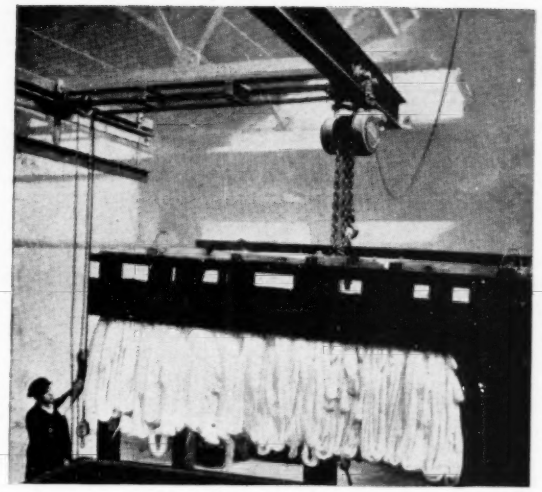
So much for the bigger stuff. It is the smaller items of tackle which (the writer has found from experience) require more personal vigilance from the safety officer if their accident causation potential is to be controlled.

Unless one official is made responsible for the routine checking and examination of sling chains, hooks, rope slings, etc., the many operatives using them will certainly not bother. By virtue of their mobility and general utility, these small items can all too easily be lost trace of. They can wander dangerously all over the works, be used for this and that purpose, and become a menace to safety if they have slipped imperceptibly below the 100 per cent efficiency line. Each one, and its location, must be charted, so that it may be tested within a given time.

As a result of trial and error, I found that with chains, hoists, shackles, etc., the first necessity was to devise a method of marking for identification. Owing to the chain-makers' practice of marking a new number on a chain after each test, a standard number had to be allocated at the beginning of a chain's life. It was further necessary to ensure that only one testing house was used and that they co-operated in adhering to the allocated number.

To make sure that new chains did not go into circulation bearing a serial number other than our own, the allocated number was insisted upon in the requirements of purchase. Further—and this point, though it appears elementary, is actually of considerable importance, especially in the large factory (departmentalised under several top executives)—it was agreed by the management that only one official should be empowered to order chains, thus safeguarding the system of identification.

When I began to put the safety spotlight on these chains, I found it was the established practice to have a tally, with a ring attached, placed through a link of the chain and welded up. This method, however, offered too great a risk of the easy removal of the tally. To get over this, a plate link was inserted in the chain with the reference number stamped on it. Chains having a large ring fitted, such as box slings,



"Static" appliances, like this electric chain-block, are easier to keep a check on than the smaller items, though the safety officer should keep an up-to-date record of their condition. Even the most minor defect report should be followed up immediately.

grabs and leg chains, offered ready facilities for marking on the ring. In all cases, the safe working load was marked on the reverse side to the number.

Experience has convinced me that every chain should be docketed on a card and filed in a visual index system with pointers indicating the last month of examination. I found it useful also to set up a lifting-tackle store, a centralised controlling depot which is the issuing and receiving base for all items of tackle. It is a routine business for the controller to record the whereabouts of all tackle and whether it is temporarily loaned out for a maintenance repair job, for instance, or permanently allocated to a department.

In addition, a rota system, whereby each department and shop was examined and every item of loose tackle checked and removed where necessary, was set up and is being scrupulously followed. Engineering workshops, where a certain amount of floor clutter is unavoidable even with "housekeeping" standards high, can all too quickly accumulate loose tackle that has been discarded after use for a purpose. Routine check soon gets this back to the tackle stores.

One immediate result of this overall check and inspection has been to highlight another fault of which many factories are often guilty—that much of the tackle, chains, shackles and hooks especially, are surplus to requirements, with the result that more were being put up for test than was necessary. Here was a cost which the safety officer could reduce. Not only was testing cut down to requisite items, but also the system built up a stock of spare parts in the tackle store on which departments know that they can draw, so that utmost use is made of all equipment.

The man in charge of the tackle store should be carefully selected and, if necessary, trained. A fitter's background is excellent, and on his general engineering knowledge can soon be grafted the necessary training for inspection of the tackle, and for such jobs as servicing of pulley blocks and carriages.

Pulley blocks, of course, must have their twice-yearly inspection from an insurance company, but action must be taken by the safety officer on the report of small defects in tackle that usually follow an official inspection. I found it advisable to have the man in charge of the tackle stores accompany the inspector on his visits to effect minor repairs and adjustments on the spot. This served the dual purpose of reducing the bulk of the reports and getting minor but important work done quickly.

Identification was essential here, too, and small plates in red and white enamel, size 2 in. by 1½ in., were fixed on the cover with Parker-Vaolin screws. This method made it possible to identify every block from ground level while it was in working position, whereas the maker's serial number cannot be seen except at close quarters.

Owing to the different heights of runways, various lengths of chain must be fitted; and when chains on the larger falls are renewed, the worn section can be cut off and the serviceable section retained for use on shorter falls. Scrapping the whole chain is unnecessarily wasteful.

On the other hand, where a *complete* chain is condemned, it should be cut up instantly under supervision. Then it cannot find its way into an employee's cupboard, and be later whisked into dangerous use, probably as an endless sling by having a bolt inserted in its end links.

Enamel plates can be satisfactorily used to identify and mark the safe working loads of runways, crane gantrys and jib arms. They have two advantages. They can be easily cleaned with a damp rag, and they do not corrode in a chemical atmosphere. It should hardly be necessary to add that the proposed erection of any runway should be previously notified to the safety officer so that a check can be made of all joints for correct fish plating and bolt fixing size. Even where fitting and repairs must be the responsibility of a specialist department, as with electric hoists and cranes, the safety officer must maintain his records and his surveillance.

In short, a complete history of the day-to-day life and movement of all lifting tackle in the works must be charted, so that its exact location, state, capacity and test date can be instantly noted. That way, and that way alone, ensures safe working. Once let carelessness and casualness creep in, and the accident potential leaps.

5 RULES FOR SAFER LIFTING

1. Make one official responsible for routine check on a rota system.
2. Chart the location of each item.
3. Identify each item and mark its safe load on it.
4. Control issue of tackle from a central store.
5. Cut up condemned chains immediately.

British Electricity's Motto is "Basic Training For All"

Believing that each of their employees should know how to protect himself if the need arises, British Electricity Authority offer basic Civil Defence training to all who volunteer for it. They have built up the impressive force of 26,000 Civil Defenders, whose difficult and specialised job—the defence of widespread and widely differing types of premises—has necessitated the provision of several special training courses.

By A. G. H. BREND, *Civil Defence Officer, British Electricity Authority*

BRITISH ELECTRICITY has a Civil Defence force of over 26,000, out of a total of 170,000 employees. Leaders of the industry feel that every untrained person is a menace in an emergency, to himself no less than to his colleagues and employers. They believe that it is to everybody's advantage, therefore, that all personnel should at least know how to look after themselves so as not to become unnecessary casualties; and no limit has been placed on the number to be basically trained.

How has this total force—comprising 1,257 instructors (white and green certificate) and 25,045 personnel who have completed or are undergoing their basic training—been built up?

The story begins in January, 1951, but in order fully to understand the development of B.E.A. Civil Defence one must first know something about the organisation of the electricity supply industry under the Electricity Act of 1947.

This Act made the British Electricity Authority (or central authority) responsible for generation and supply of electricity in bulk to fourteen area boards who in turn have the job of distribution and sales to consumers. The central authority have established fourteen generation divisions for the regional management of power stations and grid lines, with co-terminus boundaries with the area boards. Civil Defence policy and planning is co-ordinated through the central authority.

In January, 1951, a Civil Defence advisory committee, comprising representatives of the central authority, the area boards and the divisions, was constituted to collaborate with appropriate Government departments and other bodies and to advise the authority and area boards on Civil Defence matters. Executive action was made the responsibility of Civil Defence Officers appointed by the central authority and by the boards and divisions respectively. In addition to board and divisional C.D.Os., assistant or site C.D.Os., were appointed at sub-area and power station level.

This, then, was the administrative organisation. Its first task obviously had to be that of training, and it was appreciated from the outset that this was going to be a major task involving long-term policy, bearing in mind the industry's 170,000 employees scattered in power stations and sub-stations, in many regional and district administrative offices and engineering and maintenance depots, as well as those engaged throughout the country on transmission and distribution work.

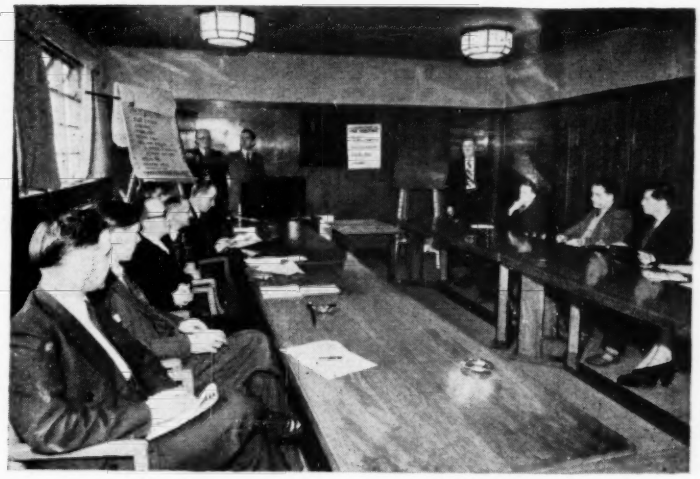
The training programme target was to build up a cadre of 1,000 instructors by the end of 1951, with general basic training beginning in the autumn of that year. The training of instructors was started in March. Vacancies were obtained at the Home Office schools for a number of white certificate instructors. Arrangements were made with local authorities up and down the country for special courses for green certificate instructors, and at the authority's training establishments at Buxton and Horsley, two-week residential courses were run whereby some 350 green certificate instructors were trained. By the end of the year the target of 1,000 instructors had been reached.

In the autumn, with 800 instructors available, general basic training was started throughout the industry. A standard syllabus based on the Home Office curriculum was drawn up and each instructor was issued with a copy, together with the relevant précis and a set of thirty visual aid charts.

So far, seventy instructors have obtained white certificates from Home Office schools, fourteen C.D.Os. have attended courses at the Civil Defence staff college, while ninety-seven employees have attended chemical warfare courses at Falfield and Easingwold.

Section training will be started this autumn, and for this purpose special syllabuses have been prepared to suit the particular needs of the industry, both at the power stations and in the area boards. These syllabuses vary from that laid

Two of the 350 green certificate instructors who have been trained at the authority's schools at Buxton and East Horsley, Surrey.



A Civil Defence class of the North-Western Electricity Board in session. So far, 25,045 volunteers have received or are receiving their basic training.

down for local authority section training. The broad basis on which they are compiled is that of having two composite sections, one comprising headquarter-warden duties and the other being a utility team trained in elementary first-aid, rescue, decontamination and fire-fighting.

In addition to these composite sections operating on site, it is planned to have mobile rescue teams, under divisional control, which would be available for deployment to power stations if required. For section instructors, special courses, which include the use of radiac instruments and sources, have been arranged.

Senior Officers' Courses

As part of training, a team of officers who have attended the staff college have visited boards and divisions, giving one-day background courses to senior officers in the industry. These courses cover new weapons and modern warfare, organisation, the world situation and the rôle of Civil Defence, so that all senior officers have been "put in the picture."

Equipment is purchased from the Home Office in bulk by the central authority and issued to boards and divisions, all of which, although not yet fully supplied, have had sufficient to make a start in their training.

The industry is kept up to date in Civil Defence news, training amendments and items of interest by means of a monthly *Newsletter* issued from the central authority headquarters.

Plans are now well advanced for the staging of a two-day Civil Defence exercise dealing with the problems which might have to be solved by the industry if war should unfortunately break out.

Industrial C.D. Corps Statement Soon?

ALTHOUGH it proved impossible to make a statement—which many industrial Civil Defence leaders had hoped for—about the proposed Industrial Civil Defence Corps before Parliament rose on August 1, it is expected that the Home Secretary, Sir David Maxwell Fyfe, will have something to say on the subject when the House of Commons reassembles next month.

The desirability of a separate organisation for industrial Civil Defence has long been stressed by industrialists, for reasons which have been stated by Mr. R. E. Huffam, Lever Bros. and Unilever Ltd. director: "An industrial Civil Defence Corps would go a long way to dispel the confusion that exists between industry and the local authorities . . . It would not only grant industry's C.D. volunteers' official status, but would also ensure true industrial representation at all levels . . . Further, it would provide a convenient passage for information between factories and the joint planning staff at the Home Office."

Meanwhile, the process of keeping industry "in the picture" will be improved by the publication of the industrial C.D. circulars announced by the Home Secretary on July 31.

FLOOR CLEANING

Continued from p. 108

a very fine mist of polish—adequate for obtaining a high finish—on to the floor. The slipping risk can almost be eliminated by the use of one of the non-skid polishes, most of which have a carnauba base. On a floor treated with a thin coat of this type of polish it is almost impossible to slip, irrespective of the sort of shoe sole worn.

An important point with a composition floor, such as asphalt and mastic, is that a water soluble polish be used, as a spirit polish will cause serious damage to the surface. Finally, there are available a number of polishes for rubber and linoleum floors which give a glossy finish without any buffing or polishing. The liquid polish is applied with a mop and allowed to dry for about 20 min. One gallon of this polish has a coverage of about 2,000/3,000 sq. ft.

Weighted polishers with long handles speed up the work of floor polishing considerably when compared with hand work. When time studied it was found that about 750 sq. ft. per hr. was the highest figure that could be expected when wax had to be applied and then polished with weighted polishers. Hand work with rags gave a figure of about 600 sq. ft. per hr. With an electrically-heated polish atomiser and a domestic floor polisher of the twin brush type it was possible to increase the area polished to nearly 1,400 sq. ft. per hr.

Most floor scrubbing machines can be fitted with alternative brushes which enable them to be used for floor polishing. Under test it was not found necessary to fit felt pads to the brushes so as to impart a really high finish in the final stage of the work. Dependent on the type of wax and the sort of traffic that the polished floor has to carry, it will only be necessary to apply wax once in every one to three weeks. The application of wax or liquid polish daily is unnecessary, as it causes falls through having a built-up layer of wax or polish and also shows footmarks and smears when trodden on.

In addition to saving labour, time and money, the devices and methods mentioned here, which produce a really clean floor, obviously benefit workers' health, cut down the fire risk and greatly assist in making the factory a pleasant and efficient workplace.

Govt./T.U.C. Wages Clash Threatens

EVENTS over the past few weeks indicate a growing divergence between the Trades Union Congress and the Government on wages policy. The T.U.C. general council criticised the action of the Minister of Labour in referring back proposals for wage increases submitted by twelve wages councils, while more individual unions have announced their opposition to any form of wage freeze.

The Union of Shop, Distributive and Allied Workers called upon its members "to be prepared for such action as may be necessary to ensure that the wages settlements shall not be denied them." Glasgow and West Scotland members of the National Union of Railwaymen passed a resolution expressing readiness to take any industrial action considered necessary to support the railwaymen's claim for a 10 per cent increase.

The Electrical Trades Union were also resolved in favour of immediate strike action, but delegates to the annual meeting of the Confederation of Shipbuilding and Engineering Unions voted in favour of an emergency resolution put forward by the executive council proposing new talks with the employers about the rejected wage claims.

No Comment

The general council of the T.U.C., up to the time of going to press, has refrained from giving a lead on the question of wage restraint. Trade union delegates to the Minister of Labour's National Joint Advisory Council rejected the suggestion made by the Chancellor of the Exchequer in May last, that the council should set up a committee to consider the issues involved in the present wage claims, and devise methods of relating wages more closely to productivity. The employers' representatives were willing to take part in such a committee, but the T.U.C. maintained that adequate machinery already existed for the conduct of wage negotiations, industry by industry. The agenda for the annual Trades Union Congress, which opens at Margate this month, contains a number of resolutions opposing wage restraint. Meantime, the T.U.C.'s economic committee is preparing a statement on the question for formal presentation to Congress.

But the complete rejection of one claim after another is liable to make union leaders less inclined than before to counsel moderation except perhaps in the most general terms. Below, are details of the major wage claims which have come up for consideration since our last issue:

ENGINEERS—The employers have rejected the claim of the engineering and shipbuilding unions for a wage increase of £2 a week.

FIREMEN—The claim of the Fire Brigades Union for an increase of £1 a week has been rejected by the employers.

HOSPITAL WORKERS—Pay increases of 6s a week to men and 4s. 6d. to women have been awarded to about 187,000 domestic and similar grades of workers in hospitals.

MINERS—The National Coal Board has rejected the miners' claim for an increase of 30s. a week. The claim is now to go to arbitration by the coal industry's national reference tribunal.

RAILWAY SHOPMEN—Claim of railway shopmen for a substantial wage increase has been rejected.

SHOP WORKERS—At the time of going to press, the wages council for the retail food trade, hairdressing, drapery, and retail book-selling and stationery trades, had decided to resubmit their original proposals for wage increases. These are four of the twelve wages councils whose applications the Minister of Labour had previously referred back.

TRANSPORT WORKERS—Claim for a substantial wage increase and improvements in holiday conditions for about 100,000 busmen, employed by private companies and the British Transport Commission outside London, has been rejected by the employers and referred to arbitration.

Pay Rise for Five Million

IN the first half of this year nearly five million workers benefited from wage increases which amounted to nearly £2 million per week. Last year, during the same period, more than seven million workers received increases, and the weekly aggregate increase was about £2,800,000.

During June, 1952, some 609,000 workers received wage increases amounting to about £146,000 a week.

Employment Survey

THE Youth Employment Service is undertaking a survey of the recruitment and training of young people in industry to find out how far national industrial agreements are being carried out. A similar enquiry by the Ministry of Labour in 1949 showed a wide divergence of practice by employers in carrying out these schemes as well as in the attitude of young workers themselves towards the need for further education and training. Some employers were strongly opposed to part-time day attendance at education centres, while there was still much to be done to persuade young workers of the advantages of attending such classes.

Engineering, printing, motor-vehicle retail trade and repairing, boot and shoe manufacture, rural blacksmithing and farriery, and the iron and steel industry will all be covered by the current survey.

Young Disabled Workers

LONG-TERM chronic unemployment among disabled young people, and their employment in unskilled work which was often very unsuitable and liable to lead to physical breakdown, are among the findings of the Medical Research Council in their report, *Employment Problems of Disabled Youth in Glasgow*.

It is urged that more energetic steps be taken before the disabled youngsters begin to drift. The best time for settling them in suitable jobs is when they leave school, say the council, but at present there is a serious lack of training courses. Out of the 987 young people covered by the investigation, 19 per cent were unemployed; two out of every three of these had spent half of their working lives unemployed, and 7 per cent had never worked at all.

Wives In Business

NEW regulations which came into operation on August 7, entitle a wife engaged in business with her husband or employed by him in his business to be insured as a self-employed person, provided that she ordinarily puts in 24 hours or more each week in the business and that her earnings from it are 20s. a week or more.

Under the regulations which are superseded, only wives who were partners or similarly associated with their husbands in business, and who satisfied the other conditions mentioned, were entitled to be insured as self-employed persons for that occupation. The wife who was employed by her husband in his business was classed as a non-employed person.

Fewer Unemployed

REGISTERED unemployed workers in Britain fell by 46,600 to 393,500 between June 16 and July 14, according to the Ministry of Labour's returns. The number of unemployed textile workers dropped by 41,500 but some of this was due to the fact that unemployed workers did not register during the customary holiday weeks.

Employment in the basic industries rose by 14,000, mainly owing to seasonal increases in agriculture and fishing. Collieries' total increased by

1,700, but manufacturing industries decreased by 52,000. Largest declines were 28,000 in clothing and textiles; 18,000 in engineering, metal goods and precision instruments; and 20,000 in china, timber and furniture, paper and printing and other manufacturing groups.

In Brief

B.B.C. is seeking to engage an expert "to co-ordinate and conduct union negotiations and joint consultations." Salary offered is £1,600 a year.

* * *

Staff employed by Government departments has decreased by 10,400 since January 1, 1952, according to the returns, published by H. M. Stationery Office, last month.

* * *

Economies announced by the John Lewis Partnership in their *Gazette*, include reduced expenditure on their club of £7,000 a year, an end to an arrangement with the Boyd Neel Orchestra which will save £5,000 a year, a saving of £1,000 a year on general education and another £500 on operatic productions.

* * *

Sir Walter Monckton, Minister of Labour, opened at Derby, a new Rolls-Royce apprentice school which will train aircraft technicians. New entrants will spend a year in the school before starting a five-year apprenticeship in the factory.

* * *

A resolution for the abolition of bonus schemes in the building industry was passed by a substantial majority at the annual conference of the Amalgamated Union of Building Trade Workers.

* * *

Proposals to raise the miners' supplementary pension to a minimum of £2 a week were endorsed at the annual conference of the National Union of Mineworkers. It was also proposed that the scheme should be made compulsory.

* * *

A new type of technical college workshop, in which different trades are taught in one room, is to be built shortly at Leamington at a cost of £49,000. The scheme is regarded as a new approach to the problem of integrating the various branches of technical education.

* * *

Official index of retail prices at June 17, 1952, was 138, compared with 135 at May 13.

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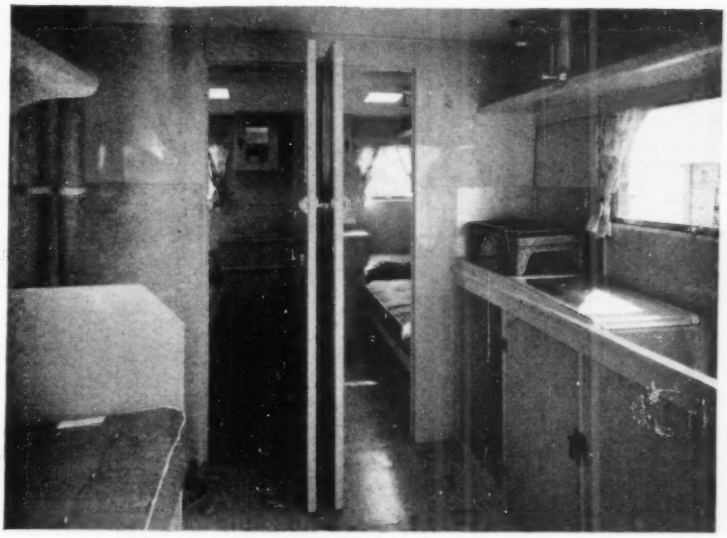
The Women's Consultative Committee of the Ministry of Labour has been re-appointed "to advise the Minister of Labour and National Service on questions of employment policy relating to women."

HOMES FOR MOBILE WORKERS



This caravan solves the problem of temporary housing for employees near work-sites. There are four separate cubicles each with a divan, wash basin, locker, shelves and clothes hooks. Cubicles can be locked up. The central saloon contains a sink, solid-fuel stove, gas ring, and an extra bed-settee. Overall length is 20 ft., and minimum headroom 6 ft. 1 in.

Building Managers

EDUCATIONAL facilities for training future managers for the building industry are examined in a report made by the Building Apprenticeship and Training Council. Only one university—Manchester—provided degree courses in building. The number of students in national diploma courses at technical colleges had increased since the end of the war, but numbers might decrease now that further education and training grants had ceased. Some courses in general foremanship had been established in recent years and the Institution of Builders' discussion clubs were doing useful work in a few big cities.

The report recommends that employers' organisations should encourage recruitment from those who have completed courses, and give more consideration to higher educational qualifications when making administrative or technical appointments. More should be done to make known the facilities available and their value both to employers and employees.

Three Get Damages

AWARDS of £7,000 general damages and £160 special damages were granted by the Lord Chief Justice in the Queen's Bench Division recently to a girl who was scalped. The girl, who was 17 years of age, was operating a machine in an envelope factory when, as the result of the absence of a guard, her hair was caught in the machine and she was scalped from the eyebrows upwards.

A former part-time fireman was awarded £15,000 damages and costs at Salop Assizes, for injuries he received in a fire and explosion at a metal works. It was stated that the buildings were nearly 100 years old and quite unsuitable for the work carried on. Leave to appeal against the court's decision was granted.

£15,450 damages were awarded at Manchester Assizes to a painter who went to a tap for a drink of water and drank caustic soda. As a result of the injuries received, the man would have to be fed through a pipe in his stomach for the rest of his life. Defendants admitted that no warning notice was visible near the tap at the time, as the warning which had been painted in tar on a nearby wall had been obliterated.

Industrial Disputes

THE closed-shop dispute between the Durham County Council and its professional employees has finally been resolved by the arbitration board which ruled that the council's regulation that applications for extended sick pay should be made through a trade union or professional organisation was in conflict with the principle of voluntary membership of such bodies. The county council has agreed to implement the award.

About 1,600 miners in the Aberdare

district of South Wales were on strike last month because of increased bus fares. The grievance is common to a number of coalfields, and the union is asking the National Coal Board to pay all miners' fares above 5s. a week.

Strike action by 150 employees led to the temporary closing of the Grand Hotel, Birmingham, last month. The strike developed after the dismissal of eight workers whom the management held to be redundant. The dispute has been referred to arbitration.

Better Housekeeping

INDUSTRIAL Better Housekeeping Week, organised by the Industrial Safety Division of the Royal Society for the Prevention of Accidents, will be held this year from October 6-11. In addition to the drive for increased works tidiness, there is to be emphasis on the value of efficient methods of materials handling. Ro.S.P.A. will be producing special posters, booklets and other publicity material for use during the week, and firms are asked to start planning their own campaigns, including exhibitions, competitions, etc.

Miss C. Evans, previously with Notek Electric Co. Ltd., Bromley, has become assistant welfare officer at Tip Top Bakeries Ltd., Cray Avenue, Orpington, Kent, and is now assisting Mrs.. R. M. Kitcher.

THE MINISTER SAID . . .

Answers to Questions in the House

Dock Workers

Workers engaged by ship-owners for ordinary clerical duties in dock offices did not come within the definition of "dock workers" for purposes of the Dock Labour Scheme, and employment of such non-registered workers did not, therefore, constitute a breach of agreement. (*Minister of Labour and National Service,* July 22.)

Night Baking

The Government has accepted, in principle, with certain modifications, the recommendations of the Rees Committee on Night Baking, and would introduce the necessary legislation at a convenient opportunity. The Government believed that these recommendations, which afford a compromise between the total abolition of night baking and the present system, would remove the worst hardships arising from continuous night work without injury to the industry or the public. Proposed legislation would apply to the whole of Great Britain, but exemption would be granted where effective national agreements between both sides of the industry already existed. A period of three years would be allowed between the passing of legislation and its coming into force to allow the industry time to prepare the changes such legislation would entail. (*Minister of Labour and National Service,* July 24.)

Spinners' Cancer

Provisional draft regulations were in course of preparation to ensure that oils used for lubricating mule spindles conformed with the specification recommended in the second interim report of the Joint Advisory Committee of the Cotton Industry, but technical difficulties were still under discussion with certain organisations concerned. (*Minister of Labour and National Service,* July 24.)

Industrial Conscription

The Government were not prepared to accept a suggestion that young men who failed to pass their medical examination for national service should be conscripted for contemporary employment in the aircraft industry. Numbers employed in this industry had increased by 15,000 in the first five months of this year, and the main need was for highly-skilled workers. (*Parliamentary Secretary, Ministry of Labour and National Service,* July 31.)

Civil Defence

The first of a new series of industrial circulars concerning developments in Civil Defence would be distributed within the next week or two to industrial and commercial establishments which had been asked to organise Civil Defence units. (*Secretary of State for the Home Department,* July 31.)

Special Lines in
CAFE TABLES

22" circular moulded Plastic Top Table in various colours, 29½" high, walnut or light oak colour frames ... **£4 6s. 0d.**
4' x 2' 3" x 2' 6" Secretary's Desk ... **£14 5s. 5d.**
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Feeding the Diet Cases

By WINEFRED YEOMANS

Catering Manager, Daily Mirror Newspapers Ltd.

Mrs. Yeomans explains how factory caterers and cooks can help the doctor to treat sufferers from ulcer and other complaints of the digestive system. She has also something to say on the feeding of metal workers.

FOOD can kill, disable or *cure*. Take, for instance, the stomach ulcer — that indictment of our civilisation. Fortunately we know that a threatened ulcer need not materialise and that, correctly managed during its healing stages, it need not incapacitate a man or make his life a penance.

It is up to caterers and cooks, in the canteen and the home, to become well informed on this subject and to be conscientious and thorough in their duties. Rightly used, sympathy and imagination can help enormously to maintain the patients' interest and *confidence* in their food. Under the caterer's direction one person (at least) in the kitchen and one on service should be made responsible for diets.

Gastric ulcer. "Gastric" means pertaining to the stomach. The stomach is a muscular bag whose business is to receive food and drink from the gullet, to break it down with the digestive juices, churn it well up into a pulpy mass before expelling it in rhythmic jets through the pyloric gate into the intestine. The "gate" opens into the duodenum, the start of the intestinal tract.

The first digestive juice is the saliva, which is stimulated by appetite and mastication. This is alkaline, and its first function is to break down and saturate the starches (bread, cakes, puddings, biscuits, potatoes) which the stomach juices do not work on.

The second digestive juice flowing within the stomach contains hydrochloric acid (known as muriatic acid), which operates on proteins: meat, fish, dairy produce, and part of the pulses which are beans and peas.

The third enters the duodenum from the pancreas, which is a flat gland lying behind the stomach. Pancreatic juices work on the proteins, both animal and vegetable.

The fourth is bile. This greenish, sticky, bitter fluid is manufactured by the liver, stored in the gall bladder and poured into the intestinal tract. Its chief function is the emulsification of fats and starches combined with that mysterious and most vital function of turning the food into a cream (chyle) which is readily absorbed through the intestinal walls. Within the liver itself the work of feeding and maintaining the right number of red corpuscles in the blood proceeds, supported by heart and lung functions.

Now, if the diet is unbalanced or deficient, if some inner part cannot take its full share of work or has to be shielded, it stands to reason that adjustments in that diet must be made. We have to protect the ulcer cases, duodenal and gastric, from harm within. At the same time, we must keep them nourished and contented inside. Their food must be benign, yet sufficiently attractive in appearance, smell, taste and texture to be consumed normally.

These are Barred

Red meat, sauces, seasonings and much salt all stimulate the digestive juices, particularly hydrochloric acid. In an ulcer case this causes heartburn and excruciating pain both in the stomach itself and when the food is pumped into the duodenal tract.

Pips, bits of skin, rough flakes and seeds, lumps and sharp bits of food call for hard work in digestion and extra supplies of the juices. Common sense, therefore, dictates that such things be excluded; they might scrape or tear open the healing ulcer. Fried foods come in the forbidden category. The thing to remember is that the diet must contain the maximum nutriment to be extracted by the minimum of *normal* digestive processes.

These cases must not, as a rule, go longer than two hours without taking something light such as milk and a couple of biscuits. The pain they may experience with hunger is due to the digestive acid having nothing to work on in the stomach: depression and debility follow this pain. It must therefore be prevented, otherwise the acid "gets at" the ulcer, whether gastric or duodenal. It is as simple as that. Canteen services can help here with intelligent liaison.

Hyperchlorhydia. This condition is caused by too much hydrochloric acid in the stomach giving rise to sharp pain, usually when the sufferer is hungry, and about two hours after meals. Dietetic treatment for this is the same as for an ulcer in the convalescent and "working" stages, i.e.:

Fish steamed, poached, broiled. Eggs. Lean and tender white meat in moderation; freshly-cooked potato, mashed root vegetables and the flower of cauliflower; shredded fresh lettuce; milk, milk puddings, egg and cornflour custards.

Bread and butter, including light wholemeal bread; mashed banana, baked and sieved stewed apple in moderation; junkets, a little cream cheese; biscuits, cake of the Madeira and sponge types; jellies and plain trifles.

Too Much Acid

These items should be served regularly for the diets, set out on the menu as the day's suggestion and nicely served. Here are two examples:

Steamed Fillet Fish in Creamed Carrot and Potato Nest
Egg Custard
Creamed Rice
or
Poulet au Riz Complet
(Boiled Chicken on Rice, with Egg Sauce, Cauliflower or Potato)
Blancmange and Jelly

Poached Egg, Creamed Potato
Semolina Milk Pudding
Baked Apple
or
Veal Noodles, Shredded Lettuce
Heart, Creamed Fresh Swede
Creamed Banana in Jelly
Devonshire Junket

(Continued on page 117.)

"This is the Tops!"

"What is? — the new bonus scheme, or these new table tops?"

"Both, the management certainly look after us one way or another."

"Well, this stuff brightens the old canteen up; best of it is, it doesn't seem to burn or scratch, and you know how careless some of these lads are!"

"Peggy says it makes their work much easier — just wipes it over — 'Looks as nice as ever', she says."

"Bet my missus would like some of this at home — wonder what it's called?"

"DECORPLAST—*so the manager told Peggy —I think I'll enquire where I can get some.*"

"Good idea. Come on, there's the hooter—can't sit in the Ritz all day, you know!"

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Head Office and Works: New Hythe · Near Maidstone · Kent

FEEDING DIET CASES

Continued from p. 115

There is nothing there that would hurt a year-old baby or which could fail to nourish and satisfy the most fussy, fearful diet patron. Our "diets" never fail to take advantage of such suggestions. The kitchen has instructions as to what may be served when there is no fish or eggs, and the chef is very keen on the variations.

A state of confidence in the food is essential; so also are the absence of nervous tension, irritability and ill-temper at meal times. A chronic grouser can hardly hope to do well; furthermore, he confuses and antagonises those who want to serve him satisfactorily. These cases must avoid getting over-excited, over-fatigued and too hungry if their meals are to be relished and assimilated.

Then too, there is always a sufficiency of diets to serve an odd client or two who is not feeling so well or has just returned from sick leave. Such services help everybody.

Seasoning. Some D.U. and gastric cases are not difficult about this, but a few are apt to break out occasionally to their own risk. When I joined the Milk Marketing Board I found, to my dismay, that "diets" were in the habit of collecting their meals from the kitchen where sometimes one of them would wangle a sausage and chips or tasty cottage pie—"just for a change because I feel so much better." A change from better to worse, I supposed! I told these naughty ones that I must see a clear certificate from their doctor before I would allow their regime to be broken. Meanwhile, if ever they did it again they would not be allowed service: I was not going to have a broken-down ulcer to our discredit. Moreover, they would cause dismissal of the staff concerned.

Lead-Workers' Needs

Fried foods and made-up dishes and seasonings are forbidden. "Diets" on an absolutely salt-free regime must have their food specially cooked. Yeast foods are allowed, but nothing containing baking-powder; fortunately these "diets" are rare in industry.

People subject to *lead poisoning* or working in lead must take a diet with high calcium content and vitamin D to assist in the full use of the calcium within the body. Milk and cheese in plenty are absolutely essential together with green vegetables. These send the lead into the bones where it is harmless. Metal metabolism is too wide a subject to touch on more here.

Metal workers are particularly prone to feeding problems and digestive disorders. At High Duty Alloys, where groups of men worked in high temperatures and hot fumes, a special service was worked to prepare these tired men for their meal and to condition their mouths and stomachs for the intake of nourishment.

Half-an-hour before meal time, shop stewards despatched boys to the canteen announcing that so many men would arrive. In half-an-hour those sweating, blackened men would roll in and relax at the tables where they slowly ate what was prepared specially for them. It was stewed fruit and all-milk sweet custard at a temperature of about 90° F. (near blood heat). It cleansed and sweetened their mouths and settled their stomachs. Then, after a smoke and a wash, these same men, looking quite perky, were able to tackle a good plate of dinner. And, what is more, digest and assimilate it.

Germs can't face Derl!

The use of Derl cuts the loss of man hours due to skin infections. This is because Derl contains Hexachlorophene, an ingredient acclaimed by the medical profession for its unique germicidal qualities.

Washing regularly with Derl will reduce the bacterial flora of the skin to a level unheard of by the use of ordinary soap.

Quickly, pleasantly, safely, Derl gets the better of germs.

Available in bar and liquid form, perfumed and unperfumed.

ROBERTS WINDSOR DERL SOAP

The ORIGINAL British Hexachlorophene Soap

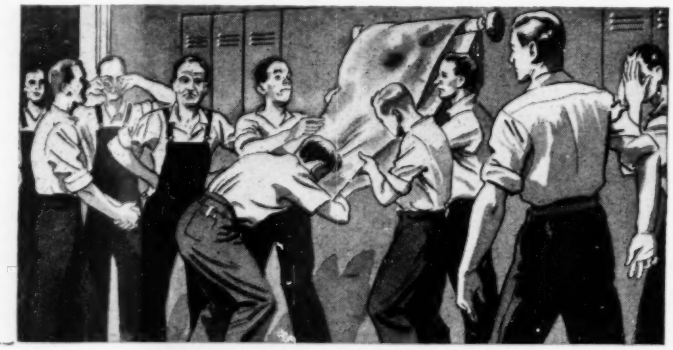
Testing samples and literature are available and will be sent on request. Roberts Windsor Soap Company Limited, Windsor, England

G4

How to cut absenteeism

The main cause of lost time in industry, according to the Medical Research Council, is sickness absence. Much of this absenteeism can be traced to the transmission of contagious ailments through the use of communal towels. After washing, hands should be dried on a clean, fresh, fluff-free paper towel—an immaculate towel like Hi-Dri, designed to be used once, then thrown away!

ROLLER TOWELS
MEAN WAITING and CONGESTION
—Lost Man Hours—Transmission of Germs—Expensive Laundry Bills



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Write or phone today for details or ask for a demonstration of Hi-Dri paper towels and further proof that they can help you cut absenteeism!

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New Industrial Equipment

EXECUTIVES' SURVEY OF AIDS TO INCREASED PRODUCTION

Readers who wish to have more particulars of any of the products referred to in this section are asked to write to the Editor, quoting the reference number which appears at the end of the paragraph.
We are always glad to consider for publication descriptions—preferably accompanied by an illustration suitable for reproduction—of new products.

SAFETY

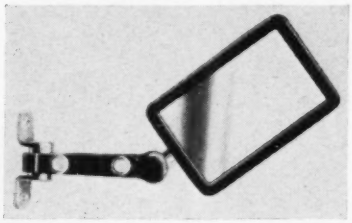
Non-crack Clothing

A CONSTANT source of trouble with most forms of waterproof clothing in the past has been their tendency to stick whilst in storage and to crack when in use. A new type of protective clothing is said to overcome these drawbacks while providing complete protection against the elements. It is also claimed that the garments are impervious to oils and greases, and resist petrol, fire and most acids or alkalis.

The clothing is manufactured from a cotton-based material with a heavy P.V.C. coating for strength and resilience. The range includes jackets, coats, leggings, trousers and sou'-westers. They are available in all colours and also in two-colour combinations, and have been designed for speedy identification and protection against pilferage. All seams are stitched, bonded and taped. **(PM/532.)**

Safety Mirror

HERE is a new commercial driving mirror with a 6 in. by 4 in. glass. Its rubber retainer band frame minimises the risk of glass breakage, and it is fitted to a ball socket at the end of a universal bracket. This permits



a wide range of view-finding adjustment and allows the complete unit to be folded flat against the side of a vehicle—a boon to drivers operating in confined spaces, loading bays, etc.

In the event of breakage, replacement of the glass can be made on the spot in a few seconds. **(PM/533.)**

CANTEEN

200-cup Trolley

THIS big capacity trolley is adaptable for a 200-cup service by fitting two interchangeable box-plinths and drip trays. Alternatively, with one box-plinth and drip tray replaced by a large inverted tray, a serving counter for a 100-cup service is provided.

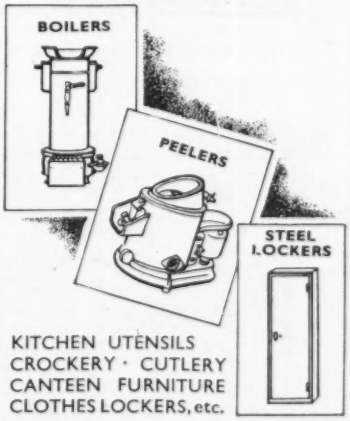
Built with tubular and angle steel, the trolley has 5 in. fully castoring wheels, measures 46 in. × 20 in. × 36 in. high and is available in two finishes: *standard*, stove enamelled green frame, cream trays; *de luxe*, chromium-plated frame, silver trays. The frame is of bolted construction. **(PM/534.)**

Tough Table-tops

FOR a new surface material for canteen table-tops, counters, bars, draining boards, etc., it is claimed that:

It resists abrasion;
It is unaffected by beer, spirits, chemicals, burning cigarettes, and perfumes;

Everything for the Canteen



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It will resist temperatures of well over boiling point; and
It is tough and resistant to fracture.

The standard pattern is a herring-bone and the standard colours red, pastel blue, pastel pink, pastel green and buff. A glossy or matt finish can be supplied. The material is made in two thicknesses—one-twentieth and one-tenth of an inch.—both of which can be obtained with a suitable finish on the reverse side for the purpose of adhesion. Alternatively, the thicker material is offered with a patterned surface on both sides.

This new material may be fixed in position by screwing, glueing or in extrusions or fillets. It can be cut and drilled with certain woodworking tools. **(PM/535.)**

SEATING

Sprung Seat

A NEW principle in seating is provided by "Floating" stools and chairs which are designed for use in factories and offices. The seat forms part of a column which is not rigidly fixed to the legs, but is held in place by two sets of tensioned springs. When pressure is exerted on the seat-column, the springs take the load and allow movement up and down, in a circle, or swaying in any direction, thus the slightest movement of the occupant is repeated by the seat and neutralised, the idea being to prevent backache and general fatigue.

Of tubular steel construction, models are available with upholstered or polished wood revolving seats, with height adjustment from 24 in. to 29 in. Each model has a footrest, and chairs have upholstered backrest. **(PM/536.)**

HANDLING

Fireproof Conveyor Belt

A MULTI-PLY plastics belting has been developed to supply the answer to the problem of fire hazard associated with the conveyor system for the mechanical handling of goods. Claimed to be fire-resistant and impervious to water, salt water, oils, fats, greases, acids, alkalis, common detergents and most fungoid micro-organisms, this belting is manufactured from standard high-grade duck and impregnated with a thermo-plastic synthetic resin, with the top and bottom covers made of thermo-plastic material, the whole being bonded together in a continuous rotary bonding press.

It is available in thicknesses of two to six plies, standard top and bottom covers of .040 in., with sealed edges, and in widths up to 60 in. Repairs to this belting can be carried out on the site within a few minutes. **(PM/537.)**

Load Handler

LARGE boxes, crates, drums and barrels, etc., up to a weight of 5 cwt. can be easily handled with the aid of the compact little bogie truck illustrated. Only 18 in. sq., the bogie

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LIMITED
ESTABLISHED 1830
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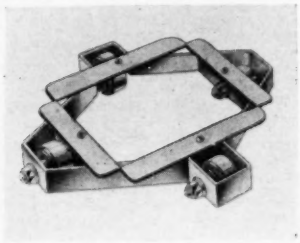
is light enough to be carried from place to place. Its wheel arrangement makes it very manoeuvrable, so that the load can be turned in its own width. The bogie is, therefore, particularly effective in narrow gangways



and congested areas. Having a low working level—2½ in. from the ground—it is soon slipped under the load, which can then be moved safely and with a minimum of effort.

The strength of this bogie lies in its welded steel construction. It is fitted with four double ball-bearing wheels, mounted on two planes for good turning control. **(PM/538.)**

HEATING

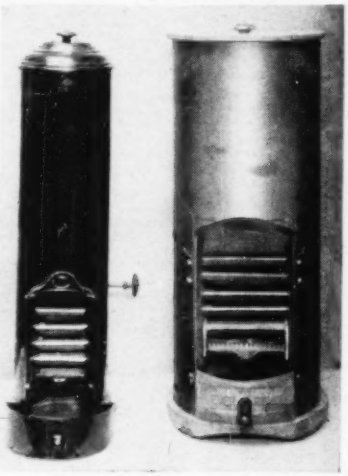
Economical Heater

THE cold air entering the openings in the "regenerative ring" of this heating stove becomes heated and is then circulated into the interior, where it ignites the rising hot gases from the

lower stratum of burning fuel. This process extracts the maximum of heat units from the minimum fuel consumption. The heater is made in seven sizes and will burn anthracite, coke, coal and other solid fuels. Fuel is fed through a door at the top, and a damper control is fitted to each flue outlet. The rate of combustion is regulated by the sliding door on the ashpit. **(PM/539.)**

Anthracite Stoves

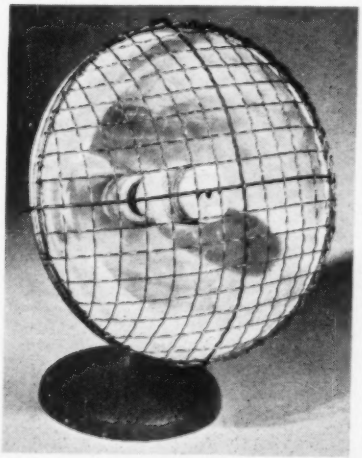
IMPROVED designs of anthracite stoves for factory use are now available in three sizes, namely, 32, 34 and 40 in. in height, to heat space of 2,000



5,000 and 10,000 c. ft., respectively. There is one oval model (width 9 in. by 7 in.), the larger stoves having diameters of 13 in. and 18 in. Where no chimney exists, these stoves can be supplied with an asbestos flue. **(PM/540.)**

New Bowl Fire

FITTED with a welded wire safety guard, a new electric bowl-type fire is fitted with screw-type elements and is loaded to 600 watts. The 10 in. polished aluminium bowl has castings



finished in a range of colours. The unit, supplied complete with 2 yards of 14/36 flex and an adaptor, is available in voltages ranging from 100/10 to 230/50. **(PM/541.)**

ELECTRICAL

Make Your Own Sign

AN 18 in. fluorescent sign of unorthodox pattern and with interchangeable letters is now in production. It lends itself to use in factories, as in the Civil Defence application illustrated.

There is only one electrical connection as the term is usually understood; that is the three-pin plug from the mains. The letters do not plug in: they are pushed into position under a rubber-covered Bakelite bar running along the top of the unit base. The user cannot get a shock from this bar, so that letters can be changed while the sign is alight. **(PM/542.)**

CURTA....

The ideal calculating machine for higher executives, technicians and professional men. Don't waste the time of your best men — they are worthy of a "Curta." Write or telephone for a demonstration

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Summary of Official Publications

READERS' GUIDE TO ACTS, STATUTORY ORDERS, NEW RULINGS AND AWARDS CONCERNING INDUSTRY AND PERSONNEL

STATUTORY INSTRUMENTS

No. 1310 The National Insurance (Determination of Claims and Questions) Amendment Regulations, 1952. Dated July 9, 1952, made by Minister of National Insurance under Section 47, National Insurance Act, 1946(a). *H.M.S.O.* 3*d*. (Revoke the Provisional Amendment Regulations, 1952, and provide that any increase, on account of unemployability, of an allowance under the Pneumoconiosis and Byssinosis Benefit Act, 1951, be taken into account in determining national insurance benefit in the same way as is benefit awarded under the Industrial Injuries Act, 1946. Operative from July 16, 1952.)

No. 1355 (S.65). The Police (Scotland) Regulations, 1952. Dated July 16, 1952, made by Secretary of State for Scotland under Section 4, Police Act, 1919(a). *H.M.S.O.* 1*s*. 3*d*. (Consolidate, with amendments, the Police (Scotland) Regulations and the Police (Women) (Scotland) Regulations except for provisions dealing with discipline. Principal amendments include new minimum and maximum age limits for appointment of constables; increased periods of notice, or pay in lieu, given to probationary constables; provisions for photographing and finger-printing every member of the Force; alteration of subjects for qualifying examinations. Operative from August 1, 1952.)

No. 1385. The Road Haulage Wages Council Wages Regulation (Amendment) Order, 1952. Dated July 24, 1952, made by Minister of Labour and National Service under Section 10, Wages Councils Act, 1945(a). *H.M.S.O.* 4*d*. (Amends Order R.H.(40) by increasing statutory minimum remuneration payable. Operative from August 15, 1952.)

No. 1393. The National Insurance (Contributions) Amendment Regulations, 1952. Dated July 23, 1952, made by Minister of National Insurance under Section 5, National Insurance Act, 1946(a). *H.M.S.O.* 3*d*. (Revoke National Insurance (Contributions) Amendment Provisional Regulations, 1952. Amend the 1948 Regulations to provide that certain recognised or customary holidays shall be counted as days of unemployment for purposes of exemption from liability for payment of contributions. Operative from July 29, 1952.)

No. 1402. The Notification of Vacancies (Amendment) Order, 1952. Dated July 28, 1952, made by Minister of Labour and National Service under Regulation 58a, Defence (General) Regulations, 1939, and the Supplies and Services (Transitional Powers) Act, 1945(a), Supplies and Services (Extended Purposes) Act, 1947(b), Supplies and Services (Defence Purposes) Act, 1951(c), and Supplies and Services (Continuance) Order, 1951(d). *H.M.S.O.* 2*d*. (Makes it no longer necessary for an employer to include in an advertisement for workers a statement that *application* must be made to an employment exchange or scheduled agency, but all advertisements must contain, or be prefaced by, a statement that *engagement* must be made through an employment exchange or scheduled agency. Operative from August 11, 1952.)

Draft. National Insurance (Seasonal Workers) Amendment Regulations, 1952. Dated . . . . made under Section 13(4), National Insurance Act, 1946. *H.M.S.O.* (Amend para. 2, regulation 2, National Insurance (Seasonal Workers) Regulations, 1951, by amplifying definitions of 'seasonal worker" and "off-season.")

GENERAL

Building. Training for Management. Special Report of Building Apprenticeship and Training Council. Dated February, 1952, issued by Ministry of Works. *H.M.S.O.* 6*d*.

Police Pensions. Report of the Working Party of the Police Council. Dated April, 1952. Issued by the Home Office. *H.M.S.O.* 9*d*.

Mines. Report of H.M. Principal Electrical Inspector of Mines for 1950. Issued by the Ministry of Fuel and Power. *H.M.S.O.* 1*s*.

Methods of Preventing Falls from Sloping Roofs in Building Work. Issued by the Ministry of Labour and National Service, Factory Department, July, 1952. Factory Form 1873. *H.M.S.O.* 2*d*.

Civil Defence. Filmstrip and lecture notes. C.D.20. Rescue Training. Use of Ladders. Part I, C.D.21. Part II. Issued by the Home Office, July, 1952. *H.M.S.O.* 5*s*. 1½*d*. each, including notes.

INDUSTRIAL COURT AWARDS

No. 2394. Civil Air Transport. Reference: Dispute concerning correct interpretation of agreed job descriptions in deciding grading of cashiers employed at Kensington Air Station. Award: Employees claim for payment under Scale "A" was found not established. (10/7/52.)

No. 2395. Funeral Undertakings. Reference: For wage increase and three additional paid holidays. Award: Wage increase of 5*s*. per week, and two additional days' holiday with pay, i.e., local Spring and Autumn holidays. (15/7/52.)

No. 2396. Distributive Trades. Reference: Specified wage scales for shop assistants and warehouse workers. Award: Claim not established. (15/7/52.)

INDUSTRIAL DISPUTES TRIBUNAL AWARDS

No. 181. Remuneration of Medical Laboratory Technicians Employed by the University of Aberdeen. Claim: That workers be graded and paid on same basis as laboratory assistants in the National Health Service. Award: Claim not established. (23/6/52.)

No. 182. Wage Rates of Certain Workers Employed by an Engineering Company at Hanley. Claim: For increase of 11*s*. a week under terms of engineering agreement. Award: Claim not established. (24/6/52.)

No. 183. Rate of Payment for Shift Workers Employed by a Firm in South Wales. Claim: Payment at double time for work between 10 p.m. and midnight on Sunday, and time-and-a-half thereafter up to 6 a.m. Monday. Award: Payment at time-and-a-half for work from 10 p.m. Sunday to 6 a.m. Monday. (24/6/52.)

No. 184. Rates of Wages of Packing Case Makers in England and Wales. Claim: Increase of 6*d*. per hour to adult men, with proportionate increases for other workers. Award: Increase of 3*d*. per hour to men, 2*d*. to women, and proportionate increases to juniors. (25/6/52.)

No. 185. Rates of Wages of Certain Workers Employed by an Engineering Firm at Colchester. Claim: For observance by employers of terms of the engineering agreement of November 29, 1951, and points of guidance relating to wages and holidays for female manual workers arising from Industrial Disputes Tribunal Award No. 88. Award: In favour of workmen. (26/6/52.)

No. 186. Salary Scale of a Borough Education Officer Employed by the Middlesex County Council. Claim: For payment in accordance with specified scale. Award: That the education officer be paid an annual salary of £1,750. (27/6/52.)

No. 187. Three-shift Working in the Fine-gauge Full-fashioned Hose Section of the Hosiery Industry. Claim: Proposal by the union for progressive elimination of three-shift working in the section concerned. Award: In favour of the cessation of three-shift working within 18 months from March 31, 1952, in accordance with agreement arrived at by the National Joint Industrial Council for the Industry. (27/6/52.)

No. 188. Remuneration of Certain Workers Employed by a Firm of Scissors Manufacturers in London. Claim: For increase of 11*s*. a week to men, and 10*s*. 7*d*. to women, in accordance with engineering agreement of November, 1951. Award: In favour of workmen. (27/6/52.)

No. 189. Rates of Wages and Working Week of Workers Employed in Ice Manufacture at Aberdeen. Claim: For 12*s*. a week wage increase, and reduction of working week from 48 to 44 hours. Award: Increase of 10*s*. a week; the claim for reduction of the working week was found not established. (1/7/52.)

No. 190. Salaries of Certain Officers Employed by the Metropolitan Water Board. Claim: Dispute concerning salary scales of staff other than chief officers. Award: Existing salaries to be increased by 10 per cent on the first £555 of salary; 7½ per cent on the next £485, and 5 per cent on the next £600. (3/7/52.)

No. 191. Payment of Wages for a Specified Period to, and Entitlement of, Certain Workers Employed by Maldon Corporation. Claim: For payment of wages for certain periods and holiday entitlement. Award: In favour of workmen. (3/7/52.)

No. 192. Rates of Wages of Workers in the Sports Goods Manufacturing Industry. Claim: Increase of 6*d*. per hour on all existing rates. Award: Increase of 2*d*. per hour for tennis makers and finishers, and 3*d*. per hour for all other classes of workers. (7/7/52.)

No. 193. Rates of Wages of Certain Female Workers Employed by an Engineering Firm at Paisley. Claim: Increase of 10*s*. 1*d*. to female workers (18 and over), with proportionate increases for juniors, from November 23, 1951, as provided in Industrial Disputes Tribunal Award No. 88. Award: In favour of workers. (8/7/52.)

No. 194. Wages of Card-setting Machine Tenters. Claim: Wage increase of 16*s*. 2*d*. a week. Award: Increase of 10*s*. a week. (8/7/52.)

THE MONTH'S DATES

Ashridge
Sept.
29-Oct. 10 "Industry and Management." Bonar Law Memorial College, Berkhamsted, Herts.

British Association for Commercial and Industrial Education
26-29 "Education is a Continuing Activity." Ashorne Hill, Leamington Spa, Warwickshire.

British Institute of Management
21-27 "Management, Production and Rearmament" College of Aeronautics, Cranfield. (In conjunction with the Institution of Production Engineers.)

Industrial Welfare Society
15-Oct. 20 Course for Foremen, Chargehands and Management Trainees. 48 Bryanston Square, London, W.1. 6-7.30 p.m.
15-Oct. 6 Course for Office Supervisors. 48 Bryanston Square, London, W.1. 6 p.m.
16-Oct. 7 "Training for Foremanship." 48 Bryanston Square, London, W.1. 6 p.m. (Course.)
17 "How to Run a Meeting." J. Jefferson. 48 Bryanston Square, London, W.1. 2.30 p.m.
24 Refresher Course for Canteen Managers. 48 Bryanston Square, London, W.1. 10 a.m.
25 "Manual Lifting and Handling." 48 Bryanston Square, London, W.1. 9.30 a.m.
23-25 "How to Lead a Discussion Course." J. Jefferson. 48 Bryanston Square, London, W.1. 2 p.m.
26-29 "Social Dancing in the Industrial Club." Lilleshall Hall, Nr. Newport.
26-29 "Foremanship." Grange-over-Sands.
29-Oct. 3 "The Technician and Human Relations in Industry." 48 Bryanston Square, London, W.1.
23 Foremanship Course. Manchester.

Institute of Industrial Supervisors
20 "The Foreman and Methods of Improvement." Cambusland factory of Hoover Ltd., Glasgow.

Urchfont Manor
29-Oct. 4 "On the Staff." Course for office workers, secretaries, junior accountants and others not involved in actual production.

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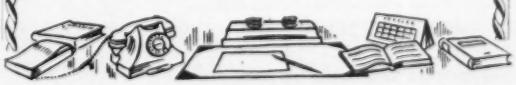

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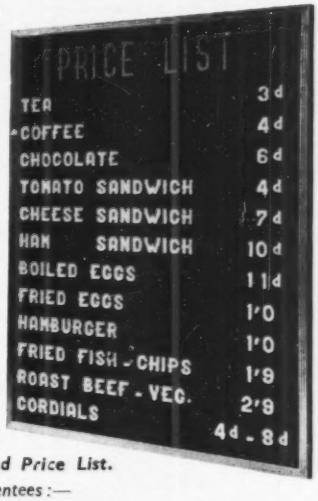

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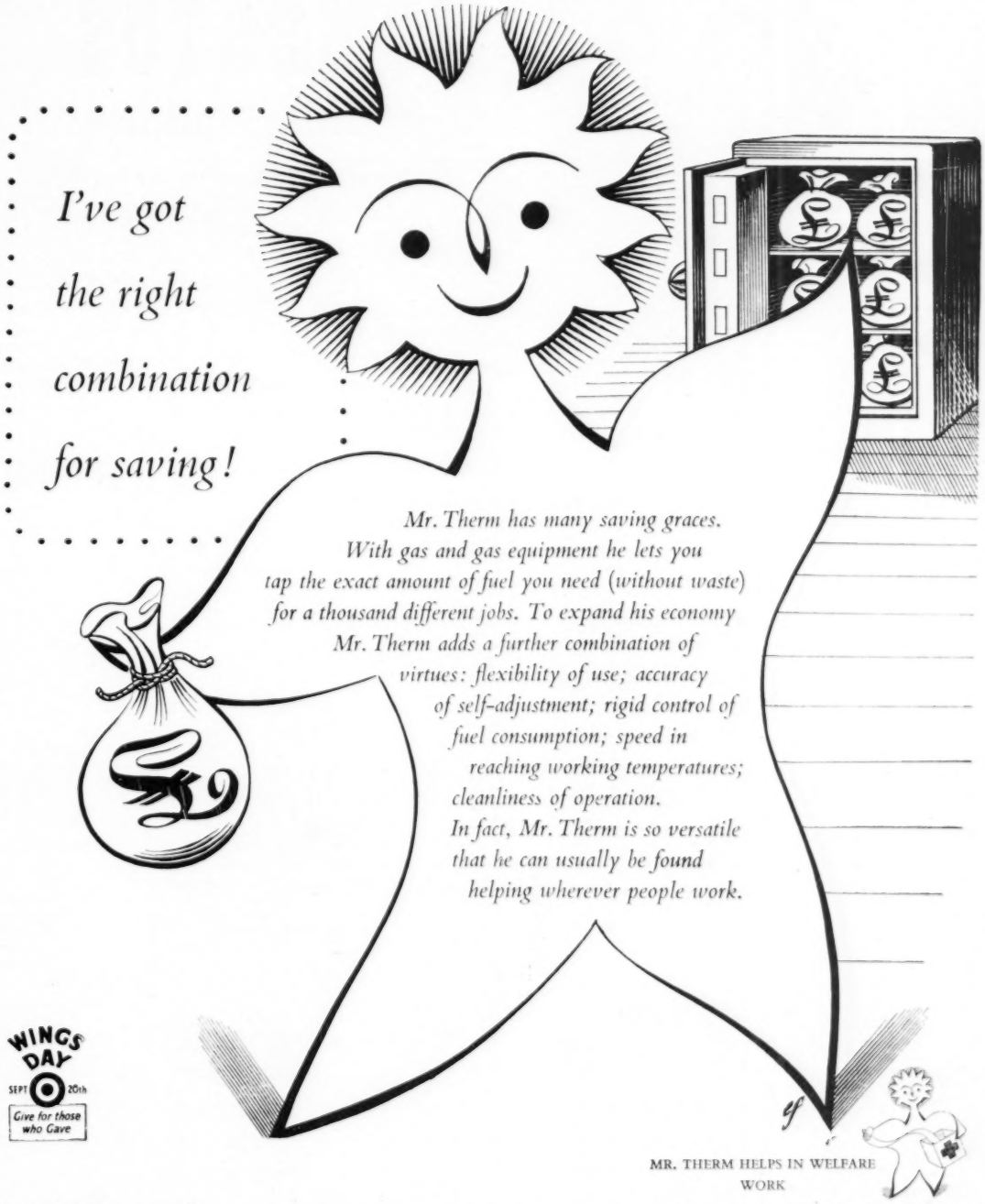
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